

Notice & Agenda
Swift County Board of Commissioners
Tuesday, October 20, 2020
9:00 AM

LEC Meeting Room – 301 14th St N, Benson, MN

If you need any type of accommodation to participate in this meeting, please contact the County Administrator at 320-314-8399 at least 48 hours prior to the meeting.

<u>Time</u>	<u>Reference</u>	<u>Item</u>
9:00 a.m.		Call to Order and Roll Call
9:01 a.m.		Approve Agenda
9:02 a.m.		Consent Agenda
	1-2	(1) Minutes from the October 6, 2020 Regular Meeting
	3-6	(2) Consider reappointing Joseph Tschida to a 4-year term as County Assessor
	7	(3) Consider approving Health Insurance Premiums, county Contributions, and COBRA Rates Effective January 1, 2021
	8-9	(4) Consider approval for the proposed 2021 ditch assessments
	10-14	(5) Consider approval of the FY2021 Natural Resources Block Grant Agreement
9:04 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants
9:05 a.m.		Commissioner and Board reports
9:25 a.m.		County Administrator report
9:30 a.m.		Citizens Comments
9:35 a.m.		Chelsey Bagent, GIS Coordinator
	15-57	Consider approving EagleView proposal for new aerial imagery
9:50 a.m.		Amanda Ness, Administration
	58	Consider approval of the appointment of a Sheriff Deputy at Step 8
10:00 a.m.		Catie Lee, Human Services
	59-65	Consider approving Telecommuting Process Personnel Policy Monthly update
	66-67	Human Services Fiscal Summary Update
10:15 a.m.		Kelsey Baker, County Administrator
	68-71	Consider authorizing and approving the SWIFT CFR application process and distribution of Coronavirus Relief Funds Discussion on Voluntary Early Retirement Option
10:30 a.m.		Other Business
10:30 am.		Adjournment

SWIFT COUNTY BOARD MINUTES

October 6, 2020

Chairman Hendrickx called the meeting to order at 9:00 AM with all members present. Also present: County Administrator Kelsey Baker, County Attorney Danielle Olson, Human Service Director Catie Lee, and Terri Orr.

Chairman Hendrickx asked if there were any changes or additions to the agenda. There were no changes.

10-06-20-01 Commissioner P. Peterson moved and Commissioner Rudningen seconded to approve the agenda. Motion carried unanimously.

10-06-20-02 Commissioner E. Pederson moved and Commissioner Fox seconded to approve the Consent Agenda: (1) Approval of Minutes from September 15, 2020 Regular Meeting. Motion carried unanimously.

Chair Hendrickx requested addition of vouchers for Michael Burns and Hilden Digging for \$11,336.32, David Schlieff and Grossman & Trump for \$1,400.00 and David Schlieff and Hilden Digging for \$15,622.00. All pertaining to septic bills through Environmental Services.

10-06-20-03 Commissioner Fox moved and Commissioner Rudningen seconded to approve the Commissioner warrants as amended: Revenue: \$112,663.42; Solid Waste: \$49,066.61; County Road & Bridge: \$125,255.52; Human Services: \$782.69; County Ditches Fund: \$28,229.55; County Health Insurance: \$436.00; which includes the following bills over \$2,000: Benson Municipal Utilities, \$7,737.24; Michael Burns and Hilden Digging, \$11,336.32; Commerford Gravel Inc.; \$11,934.46; Contech Engineered Solutions LLC, \$3,266.14; Geyer Recycling, \$6,221.33; Grossman & Trump, Inc., \$2,126.75; Duane Holmgren, \$19,470.00; HP Inc., \$3,048.96; I State Truck Center, \$82,453.02; K & K Tiling Inc., \$9,977.50; Lincoln National Corporation, \$2,348.93; Pictometry International Corp., \$29,965.42; Riley Brothers Construction Inc., \$10,795.45; Safe Assure Consultants Inc., \$7,580.66; David Schlieff and Hilden Digging, \$15,622.00; Treasurer, Hayes Township, \$4,825.00; Treasurer, Six Mile Grove Township, \$4,400.00; Treasurer, Swenoda Township, \$3,050.00; Tyler Technologies, Inc., \$2,500.00; University of Minnesota, \$18,813.99; Waste Management Of WI-MN, \$10,244.69; Ziegler Inc., \$4,194.23. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner P. Peterson reported on Prairie Five Community Action Council, Policy meeting, RDA, HRA and Countryside Public Health. Commissioner E. Pederson reported on DAC meeting, Historical Society, Computer Professional Technology and Strategic Collaboration Planning. Chairman Hendrickx reported on AMC Board of Directors, Health and Human Service Policy Committee, Ditch meeting, CARES Act, Futures, Strategic Collaboration Planning and OHV meeting. Commissioner Fox reported on PrimeWest, Private Industry Council, Chippewa River Watershed, Hospital Finance and Hospital meeting. Commissioner Rudningen reported on Prairie Lakes Youth Program, Inclusion Strategic Planning, Emergency Services Radio Board, Planning and Zoning Committee and Policy meeting.

Administrator Kelsey Baker reported on CARES Act Team, Personnel meeting, updated the board on job openings within the county.

Chairman Hendrickx asked for citizen's comments. There were none.

Environmental Services Director Scott Collins requested approval of a Conditional Use Permit #5759 requested by Willmar Poultry Farms, Inc. (Tom Scholten joined via phone) for expanding their turkey operation.

10-06-20-04 Commissioner Rudningen moved and Commissioner Fox seconded to approve the Conditional Use Permit #5759 requested by Willmar Poultry Farms, Inc. (Owner) for expanding their turkey operation. A brief discussion was held. Motion carried unanimously.

Administrator Kelsey Baker requested approval of the appointment of the RDA Executive Director and approve the recommendation for wage at step 5.

10-06-20-05 Commissioner Rudningen moved and Commissioner P. Peterson second to approve the appointment of Laura Ostlie as the Executive Director of the RDA and approved the recommendation starting at Grade 17, Step 5. A brief discussion was held. Motion carried unanimously.

Human Service Director Catie Lee requested approval of resolution #20-10-36 for authorizing signatory on the Department of Human Services community Support Grant for 2021-2022.

10-06-20-06 Commissioner P. Peterson moved and Commissioner Rudningen second to approve resolution #20-10-36 for authorizing signatory on the Department of Human Services community Support Grant for 2021-2022. A brief discussion was held. Motion carried unanimously.

Countryside Public Health Director Liz Auch and SHIP Coordinator Ashley Wubben, Assistant County Attorney Shawn Reinke presented and requested approval of the final Tobacco Ordinance adoption.

10-06-20-07 Commissioner Rudningen moved and Commissioner Fox second to approve the final Tobacco Ordinance adoption with changes discussed. A lengthy discussion was held. Motion carried unanimously.

The board recessed at 11:04 AM.

The board reconvened at 11:20 AM for the Human Services Work Session.

10-06-20-08 Chair Hendrickx adjourned the meeting.

Meeting adjourned at 2:10 PM.

WITNESSED:

Gary Hendrickx, Chair

ATTEST:

Kelsey Baker, County Administrator



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Kelsey Baker	REQUESTOR PHONE: 320-314-8399
---	----------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider reappointing Joseph Tschida to a 4-year term as County Assessor	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: MN Statute 273.061 requires the appointment of a County Assessor to a 4 year term
BACKGROUND/JUSTIFICATION: Joe Tschida was hired as the new County Assessor in June 2019. Tschida's term expires in December and the county needs to confirm his appointment by October 28, 2020.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: N/A	RECOMMENDATIONS: Approve
COMMENTS: None	COMMENTS: None

RESOLUTION 19-07-37

APPOINTING A COUNTY ASSESSOR TO A 4 YEAR TERM

Motion by Commissioner _____ Seconded by Commissioner _____

WHEREAS, Minnesota Statue 273.061 requires counties to appoint a County Assessor every 4 years, and

WHEREAS, the current County Assessor’s term expires December 31, 2020, and

WHEREAS, the Swift County Board of Commissioners appointed Joseph Tschida for the remainder of Mr. Knutson’s term; and

WHEREAS, Joseph Tschida was appointed to serve the remainder term as the Swift County Assessor through January 1, 2021; and

NOW, THEREFORE, BE IT RESOLVED, that the Swift County Board of Commissioners hereby reappoint Joseph Tschida to serve as the Swift County Assessor for a four-year term, commencing January 1, 2021 through December 31, 2024.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 20th day of October 2020.

Swift County Board of Commissioners

Gary Hendrickx, Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____ Hendrickx _____ E. Pederson _____
P. Peterson _____ Rudningen _____



Notice: Expiration of Swift county assessor four-year term and reappointment

October 5, 2020

Dear Joe Tschida,

Your current term as county assessor expires on December 31, 2020, with the new term beginning on January 1, 2021. Please be aware that the commissioner of Revenue must confirm your reappointment before it becomes effective.

The department will work directly with you to prepare for reconfirmation by the commissioner. Please provide the following information to support your reconfirmation **no later than October 28, 2020**:

- Board minutes: Please send a copy of the Swift county board's formal action to approve your reappointment as the Swift county assessor to proptax.division@state.mn.us as a pdf attachment. The document must include the effective date, date of resolution and signature of county official.
- Go to <http://stateofmnrevenue.com> to create an account and complete the information needed for a background check and tax check. We use a state approved third-party vendor, American Databank. You will **not** be charged for this. The Minnesota Department of Revenue uses the information supplied by you during this background check process to identify you and determine if you qualify for confirmation or reconfirmation as a county assessor. You are not required to provide this information. However, a failure to provide some or all the information requested may result in your confirmation or reconfirmation being delayed or not approved. Social Security numbers provided as part of the background check will be used by the department to determine that you have filed and paid your income taxes.

Please be aware that the reappointment of a county assessor that does not have the appropriate AMA or SAMA designation at the time of reappointment cannot be reconfirmed by the commissioner of revenue. Our records indicate that you have a Board of Assessor's SAMA # 3607.

A sample county assessor oath of office is included, below, for your reference. If you have any questions or concerns regarding this process please contact Steven Hurni, your county's property tax compliance officer.

Sincerely,

A handwritten signature in black ink that reads 'Jon Klockziem'.

Jon Klockziem, Director
Property Tax Division

COUNTY ASSESSOR OATH OF OFFICE

State of Minnesota

County of _____

I, _____ do swear and affirm that I will support the constitution of the United States and the Constitution of the State of Minnesota, and that I will be diligent, faithful, and impartial in the performance of the duties of the office of County Assessor for the county of _____, in the State of Minnesota, to the best of my judgement and ability in accordance with the law.

Signature

Subscribed and sworn before me this _____ day of _____ 20_____.

Signature of Notary Republic

Date Commission Expires

Printed Name of Notary Republic

County of Residence



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Amanda Ness	REQUESTOR PHONE: 320-314-8321
---	---------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving Health Insurance Premiums, County Contributions, and COBRA Rates Effective January 1, 2021	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
BACKGROUND/JUSTIFICATION: The board is required to adopt a resolution setting Health Insurance Premiums and County Contributions. For 2021, the County's health insurance committee has proposed no change in the rates. As a self-funded health insurance plan, the County is also required to set COBRA health insurance premium rates. The attached resolution sets the COBRA health insurance premium rates based on the plan's utilization cost, the fixed costs of the plan, and up to a 2% administration fee in order to meet the requirement of the US Department of Labor. Staff worked with our insurance advisors (Marsh & McLennan) in setting these COBRA rates.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? n/a	

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Auditor/Drainage	REQUESTOR: Kim Saterbak/Mike Johnson	REQUESTOR PHONE: 320-843-4069/843-5341
---	---	---

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Proposed 2021 ditch assessments for your approval	
AGENDA YOU ARE REQUESTING TIME ON: Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
BACKGROUND/JUSTIFICATION: Attached are the proposed 2021 ditch assessments for your approval.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Did not review	RECOMMENDATIONS: Review
COMMENTS: n/a	COMMENTS: None

2021	
Ditch Assessment	
REPAIR COUNTY DITCH #1	5,000.00
REPAIR COUNTY DITCH #14	15,000.00
REPAIR COUNTY DITCH #23	30,000.00
REPAIR LAT "B" JUD DITCH #19	15,000.00
REPAIR IMP EXT COUNTY DITCH #52	50,000.00
REPAIR COUNTY DITCH #55	5,000.00
REPAIR COUNTY DITCH #61	20,000.00
REPAIR COUNTY DITCH #62	10,000.00
REPAIR COUNTY DITCH #83	10,000.00
REP JT COUNTY DITCH #18 SCK	100,000.00
REP JT COUNTY DITCH #19	30,000.00
REPAIR JUDICIAL DITCH #2	3,000.00
REPAIR JUDICIAL DITCH #5	50,000.00
REPAIR JUDICIAL DITCH #8	30,000.00
Total Ditch Assessments	373,000.00



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Environmental Services	REQUESTOR: Scott Collins	REQUESTOR PHONE: 320-843-2356
---	-----------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approval of the FY2021 Natural Resources Block Grant Agreement	
AGENDA YOU ARE REQUESTING TIME ON: Click here to enter text.	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: This grant agreement is for funding for Swift County's Local Septic System Program.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Click here to enter text.	RECOMMENDATIONS: Click here to enter text.
COMMENTS: Click here to enter text.	COMMENTS: Click here to enter text.

Board Action

Motions ___ P. Peterson ___ G. Hendrickx ___ E. Pederson ___ J. Fox ___ E. Rudningen	
Action	Vote

**FY 2021 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
MPCA SSTS PROGRAM GRANT AGREEMENT**

Vendor:	0000197318
PO#:	3000012668

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and **Swift County, 301 14th Street North Benson Minnesota 56215** (Grantee).

This grant is for the following Grant Programs:

P21-3089	2021 - Septic Treatment Systems - NRBG (Swift County)	\$18,600
Total Grant Awarded: \$18,600		

Recitals

1. The Minnesota Pollution Control Agency (MPCA) transferred to the Board funds for their 2021 Subsurface Sewage Treatment System (SSTS) Program.
2. Minnesota Statutes § 103B.101, Subd. 9(1), and Minn. Stat. § 103B.3369, Subd. 5 authorize the Board to award grants.
3. The Grantee has met the criteria established by statute, the Board, and the MPCA and is eligible to receive MPCA SSTS Grant funds.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the State.
5. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Brandon Montgomery, MPCA Subsurface Sewage Treatment System Program Coordinator, 520 Lafayette Road, St. Paul, MN 55155, (651) 757-2230, or his successor. The State's Authorized Representative has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE: Director
ADDRESS: Swift County Environmental Services
CITY: Benson
TELEPHONE NUMBER: 320-843-2356

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. Terms of Grant Agreement

- 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd.5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
- 1.2. **Expiration date:** **December 31, 2022**, or until all obligations have been satisfactorily fulfilled, whichever comes first.
- 1.3. **Survival of Terms:** The following clauses survive the expiration or cancellation of this Grant Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Governing Law, Jurisdiction, and Venue; 13. Data Disclosure; and 16. Intellectual Property Rights.

2. Grantee's Duties

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the program as follows:

2.1 **Reporting:** All data and information provided in a Grantee's report shall be considered public.

2.1.1 The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.

2.1.2 The Grantee must display on its website the previous calendar year's detailed information on the expenditure of grant funds and measurable outcomes as a result of the expenditure of funds according to the format specified by the Board, by March 15 of each year.

2.1.3 The Grantee will submit a final progress report to the Board by February 1, 2023. Information provided must conform to the requirements and formats set by the Board.

2.1.4 A late or incomplete annual progress or final report will result in the withholding of any future allocations.

2.2 **Compliance:** The Grantee will comply with Minnesota Rules Chapter 7082.0040 through 7082.0700; and amendments thereto, for Subsurface Sewage Treatment Systems.

3. Time

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Terms of Payment

4.1. Payment of this grant amount will be made in one installment promptly after execution of the Grant Agreement.

4.2. Any grant funds remaining unspent after the end of the expiration date stated above must be returned to the Board within one month of that date.

4.3. The Board must consult with the state agency responsible for administering the grant program before granting an amendment to the Grant Agreement, or a component thereof.

4.4. The obligation of the State under this Grant Agreement will not exceed the amount stated above for each grant program.

4.5. This grant is an advance payment. Advance payments allow the Grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. Conditions of Payment

All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as set forth in this Grant Agreement. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, State, or local law.

The Minnesota Department of Administration's Office of Grants Management Policy on Grant Closeout Evaluation (Policy 08 – 13) requires the Board to consider a grant applicant's past performance before awarding subsequent grants to them. The Board must consider a grant applicant's performance on prior grants before making a new grant award of over \$5,000. The Board may withhold payment on this grant and grants from other programs if the Grantee is not in compliance with all Board reporting requirements.

Minnesota Statutes §103C.401 (2014) establishes the Board's obligation to assure program compliance. If the noncompliance is severe, or if work under the Grant Agreement is found by the Board to be unsatisfactory or performed in violation of federal, State, or local law, the Board has the authority to require the repayment of grant funds, or an additional penalty. Penalties can be assessed at a rate up to 100% of the Grant Agreement.

6. Assignment, Amendments, and Waiver

6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

6.2. **Amendments.** Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto.

6.3. **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. State Audits

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

9. Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State.

10. Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

11. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Termination

12.1. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

12.2. In the event of a lawsuit, an appropriation from a Clean Water Fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.

12.3. The State may immediately terminate this Grant Agreement if the State finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13. Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification

numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

14. Prevailing Wage

It is the responsibility of the Grantee or contractor to pay prevailing wages for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

15. Municipal Contracting Law

Per Minn. Stat. § 471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

16. Intellectual Property Rights

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

Approved:

Swift County

Board of Water and Soil Resources

By: _____
(print)

By: _____

(signature)

Title: _____

Title: _____

Date: _____

Date: _____



Request for Board Action

BOARD MEETING DATE:
10/20/2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Land Records	REQUESTOR: Chelsey Bagent	REQUESTOR PHONE: 320-314-8366
---	------------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of EagleView's proposal for new aerial imagery.	
AGENDA YOU ARE REQUESTING TIME ON: Board meeting on 10/20/2020	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE: No
BACKGROUND/JUSTIFICATION: Swift County was scheduled to have a new aerial imagery flown in 2021 and the Technology Committee recommended we move forward with this schedule. An RFP was put together and sent out to 10 companies in September 2020. We received back three proposals by the deadline of October 9th. The proposals were compared against the RFP and each other. Then they were scored in accordance with the RFP. Based on these scores the recommendation of the County GIS Coordinator, County Administrator, County Recorder, and Technology Committee is to award the contract to EagleView (previously known as Pictometry).	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	EagleView (Pictometry)

Budget Information

FUNDING: There is funding for this in the 2021 Preliminary Budget.
--

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Approve	RECOMMENDATIONS: Approve
COMMENTS: XXX	COMMENTS: XXX

Board Action

Motions ___ J Fox ___ G Hendrickx ___ E Pederson ___ P Peterson ___ E Rudningen	
Action	Vote

RFP Criteria	EagleView (Pictometry)	Fugro USA Land, Inc.	Nearmap US, Inc.
<u>Technical Approach/Capacity</u>			
<u>Company Overview</u>	Meet Criteria -Specialize in aerial imagery	Meet Criteria -Specialize in geo-data collection/analyzing (more than just aerial imagery)	Meet Criteria -Specialize in aerial imagery & 3D products
<u>Relevant Experiences & Capabilities (Qualifications)</u>	Meet Criteria -Previous vendor for us	Meet Criteria -Have done many state and federal projects and some county projects (no MN counties listed).	Meet Criteria -Will use subcontractors at times.
<u>References</u>	Meet Criteria -All local MN County references	Meet Criteria -No MN Counties listed (Rapid City, SD is the closest to us) Minus 1%	Meet Criteria -All metro MN County references (Ramsey, Hennepin, & Dakota) Minus 0.5%
<u>Resources</u>	Meet Criteria	Meet Criteria	Meet Criteria
<u>Scope of Work</u>	Meet Criteria	Meet Criteria -Includes 3D model generation & other processing, which is not a part of the RFP. Minus 1%	Meet Criteria -Their scope is more generalized to what they offer everyone instead of specialized to our RFP specifications. -Their method does not use any ground control point data. Instead they use an automated HyperCamera system & high photo redundancy. -Includes additional 3D products. Minus 2%
<u>Certifications</u>	Meet Criteria	Meet Criteria	Meet Criteria
<u>Sample Images</u>	Meet Criteria	Meet Criteria -SIMmetry example	Meet Criteria
<u>Training for County</u>	Meet Criteria	Meet Criteria	Meet Criteria
	Score	33.33%	31.33%
			30.83%
<u>Deliverables</u>			
<u>Imagery Types</u>	Meet Criteria	Meet Criteria	Partially Meet Criteria -They collect oblique photos at 15°, 30°, 45°; instead of between 45° & 90°. Minus 1%
<u>Spatial Resolution & Positional Accuracy</u>	Partially Meet Criteria -They state that it is only Partially met. The details in the white paper link seem acceptable. -Urban Resolution will be 2in instead of 3in; which is better. Minus 1%	Partially Meet Criteria -Meet the 3in Horizontal accuracy. -Slightly below the 9in Horizontal accuracy, at 1.80 ft. -Urban Resolution will be 2.5in instead of 3in; which is better. -Rural Resolution will be 7.5in instead of 9in; which is better. Minus 1%	Partially Meet Criteria -Below 3in Horizontal accuracy, at 65 cm (for Ortho Images). -The entire county would be done at 3" or better; not just the urban areas. Minus 1%
<u>Timing of Image Capture (& Quality of Images)</u>	Meet Criteria	Meet Criteria	Partially Meet Criteria -The is no mention of what time of year the photos would be taken. Minus 1%
<u>Flight Plan</u>	Meet Criteria -The urban areas were refined with the county previously to limit areas flow in 3in & save on costs.	Meet Criteria -Their method requires more pre-flight work to establish ground control points.	Does Not Meet Criteria -No mention of a specific flight plan. Minus 2%
<u>Overlap</u>	Meet Criteria	Meet Criteria	Meet Criteria

RFP Criteria	EagleView (Pictometry)	Fugro USA Land, Inc.	Nearmap US, Inc.
<u>Image Inspection & Review</u>	Meet Criteria	Meet Criteria	Does Not Meet Criteria -No mention of customer review of the product. Minus 2%
<u>Imagery Footprints</u>	Meet Criteria	Meet Criteria	Does Not Meet Criteria -No mention of it. Minus 2%
<u>Metadata</u>	Meet Criteria	Meet Criteria	Does Not Meet Criteria -No mention of it. Minus 2%
<u>Project Area</u>	Meet Criteria	Meet Criteria	Meet Criteria -They will cover the requested AOI - approximately 752 square miles (i.e. Swift county).
<u>Coordinate System</u>	Meet Criteria	Does Not Meet Criteria -The exact coordinate system for the deliverables is not stated. -It is stated that the County Coordinate System will be in the spatial reference metadata. Minus 2%	Does Not Meet Criteria -Instead of the Swift County Coordinate System they list WCS84 / Spherical Mercator as the projection. Minus 2%
<u>Horizontal Accuracy (Positional Accuracy)</u>	Partially Meet Criteria -They state that it is only Partially met. The details in the white paper link seem acceptable. Minus 1%	Partially Meet Criteria -Meet the 3in Horizontal accuracy, but at a 95% confidence level. -Slightly below the 9in Horizontal accuracy, at 1.80 ft. Minus 1%	Partially Meet Criteria -Below 3in Horizontal accuracy, at 65 cm. Minus 1%
<u>Imagery Tiles & Formats</u>	Meet Criteria	Meet Criteria	Partially Meet Criteria -Can access & save images in PNG or JPG image format. Minus 1%
<u>Deliverables</u>	Meet Criteria	Meet Criteria	Partially Meet Criteria -Imagery Footprints & Metadata are not mentioned. Minus 1%
<u>Delivered Copies</u>	Meet Criteria	Meet Criteria	Partially Meet Criteria -What we would receive directly is unclear. -Cloud storage is their focus. Can access & save images in PNG or JPG image format. Minus 1%
<u>Accessibility & Other Uses</u>	Meet Criteria -No disruption of current County uses or workflows; will work with other potential County uses & workflows. -It is a licensing agreement (the county will not have ownership writes of the imagery).	Meet Criteria -Includes a county-wide 3D model generation, which is not a part of the RFP. -Includes SIMmetry online oblique imagery viewer & 3-seats of SIMmetry Plus for one year. -Imagery is license-free & non-proprietary	Meet Criteria -Includes 3Dproduct options which are nota part of the RFP. -Includes access to Web-Based Product / Application - MapBrowser (It is unclear if our own layers can be added to this application). -Interoperability with ESRI products, CAD, GIS, & 3rd part applications. -It is a licensing agreement (the county will not have ownership writes of the imagery).

RFP Criteria	EagleView (Pictometry)	Fugro USA Land, Inc.	Nearmap US, Inc.
<u>Timeframe (Schedule)</u>	Meet Criteria	Meet Criteria	Does Not Meet Criteria -They state a 4-week timeframe, but do not give any dates or time of year references. Minus 2%
Score	31.33%	29.33%	14.33%
Cost			
<u>Cost Proposal Overall</u>	\$75,320.00 per project/flight \$150,640.00 for two projects/flights \$25,106.67 paid annually The proposal covers 2 Projects/flights over 6 years.	\$164,226.48 (not including any optional items) The proposal covers 1 Project/Flight Minus 7%	\$165,500.00 per flight per year (without multiflight discount) Or \$185,500.00 if paid over 3 years (\$61,833.00 Annually) Or \$360,000 for two flights & paid over 5 years (\$72,000.00 Annually) Minus 7%
<u>Rural Ortho Imagery</u>	\$19,080.00 Ortho & Oblique	\$39,776.23	Not Broken Out - it appears that the pricing is for 3" resolution in both rural & urban areas
<u>Urban Ortho Imagery</u>	\$54,740.00 Ortho & Oblique	\$50,890.85	Not Broken Out
<u>Rural Oblique Imagery</u>	See Above	\$35,265.10	Not Broken Out - it appears that the pricing is for 3" resolution in both rural & urban areas
<u>Urban Oblique Imagery</u>	See Above	\$36,794.30	Not Broken Out
<u>Online Map Viewer</u>	\$1,500.00 per year Covers everything we currently have with CONNECTExplorer	\$1,500.00 per year SIMmetry Viewer	\$6,000.00 per year Enterprise Site Licenses Minus 2%
<u>Hard Drive</u>	Included	Included	\$2,000.00 One copy of Ortho Imagery (does not mention us getting a copy of the Oblique Images) Minus 1%
<u>Training</u>	Included	Included	Included
<u>Technical Support</u>	Included	Not mentioned Minus 3%	Not mentioned Minus 3%
<u>Disaster Coverage</u>	Included	Included	Not mentioned Minus 3%
<u>Other</u>	<i>Not included as a part of the proposal...</i> <i>We pay a yearly fee of \$563.00 for a CONNECT view license. This allows the Oblique images to be accessed from the public map.</i> <i>Potential for building footprints and change finder software. This pricing was sent separately earlier in the year and would be a different contract.</i>	3D GIS (per seat) & GB Data Hosting Options -Prices listed for various services I do not think we would need the majority of these options. I do not know for sure if they would be essential to our internal workflows. The plug-in options probably would be. So that would be at least a \$100,000.000 additional cost. It also appears that viewing the Oblique Images (side views) in the Online Map Viewer would be an additional cost of \$7,500.00 for the set up plus \$7,500.00 for maintenance.	3D Viewer - \$2,000.00 per year 3D Export products - \$200/per square mile Additional datasets (ex: building outlines) - range from \$0.05 to \$0.20 per parcel
Score	33.33%	23.33%	17.33%
Total Score:	97.99%	83.99%	62.49%
Rank:	1st	2nd	3rd

Budget Proposal

Proposal for: Swift County, MN
Project Name: MNSWIF20-IMAGERY Mid State
Quote Number: Q-58242
Contract Term: 6 Year(s)
Number of Projects: 2

EagleView Rep: Dean Larson
Phone Number: 612-201-1846
Email: dean.larson@eagleview.com
Expiration Date: 6/30/2020
Targeted Capture: 2021-b-Spring

Multi-Project Summary

2 Projects over 6 year(s)

Project 1 Total: \$75,320.00

Annual Payments: \$25,106.67

Project 2 Total: \$75,320.00

Annual Payments: \$25,106.67



Budget Proposal

Proposal for: Swift County, MN
 Project Name: MNSWIF20-IMAGERY Mid State
 Contract Term: 6 Year(s)
 Number of Projects: 2

EagleView Rep: Dean Larson
 Expiration Date: 6/30/2020
 Targeted Capture: 2021-b-Spring

Project 1

Qty	Product	List Price	Discount (%)	Subtotal
53	Reveal Essentials+ Property	\$400.00	10	\$19,080.00
782	Reveal Essentials+ Community	\$70.00		\$54,740.00
782	Reveal Orthomosaic - Combined	\$0.00		\$0.00
3	Pictometry Connect - CA - 50	\$2,200.00	77.273	\$1,500.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
1	Oblique Imagery Bundle w/Three (3)Yrs of EFS Maint & Support	\$0.00		\$0.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
Project 1 TOTAL:				\$75,320.00

Project 2

Qty	Product	List Price	Discount (%)	Subtotal
53	Reveal Essentials+ Property	\$400.00	10	\$19,080.00
782	Reveal Essentials+ Community	\$70.00		\$54,740.00
782	Reveal Orthomosaic - Combined	\$0.00		\$0.00
3	Pictometry Connect - CA - 50	\$2,200.00	77.273	\$1,500.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
1	Oblique Imagery Bundle w/Three (3)Yrs of EFS Maint & Support	\$0.00		\$0.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
Project 2 TOTAL:				\$75,320.00

TOTAL: \$150,640.00

Budget Proposal

Project 1

	Deliverables	Total
1	Rural Ortho-rectified Digital Aerial Imagery, Image Footprints, and related metadata	-
2	Urban Ortho-rectified Digital Aerial Imagery, Image Footprints, and related metadata	-
3	Rural Oblique Digital Aerial Imagery	\$54,740.00
4	Urban Oblique Digital Aerial Imagery	\$19,080.00
5	Online Map Viewer – Pictometry Connect	\$1,500
6	Hard Drive	-
7	Reveal Orthomosaic – Combined	\$0.00
7	RapidAccess – Disaster Response Program	\$0.00
8	Oblique Imagery Bundle w/ Three (3) Yrs of EFS Main & Support	\$0.00
9	Pictometry Connect – EarlyAccess	\$0.00
	TOTALS	\$75,320

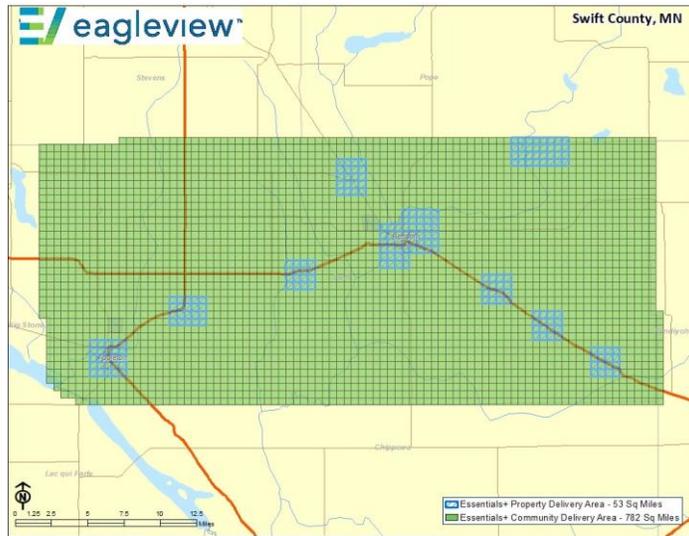
Project 2

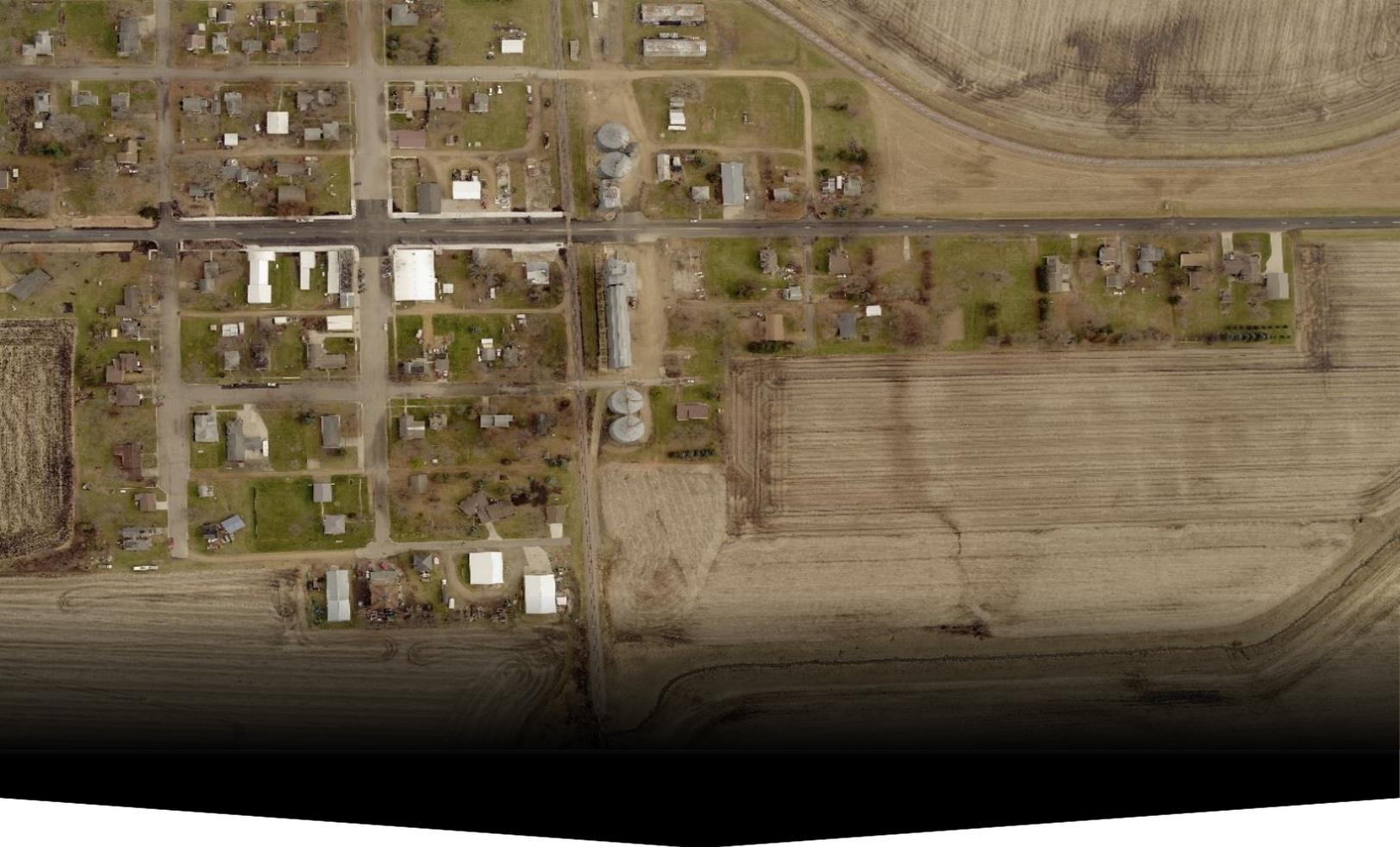
	Deliverables	Total
1	Rural Ortho-rectified Digital Aerial Imagery, Image Footprints, and related metadata	-
2	Urban Ortho-rectified Digital Aerial Imagery, Image Footprints, and related metadata	-
3	Rural Oblique Digital Aerial Imagery	\$54,740.00
4	Urban Oblique Digital Aerial Imagery	\$19,080.00
5	Online Map Viewer – Pictometry Connect	\$1,500
6	Hard Drive	-
7	Reveal Orthomosaic - Combined	\$0.00
8	RapidAccess – Disaster Response Program	\$0.00
9	Oblique Imagery Bundle w/ Three (3) Yrs of EFS Maint & Support	\$0.00
10	Pictometry Connect – EarlyAccess	\$0.00
	TOTALS	\$75,320

Coverage Map

Proposal for: Swift County, MN
Project Name: MNSWIF20-IMAGERY Mid State
Contract Term: 6 Year(s)
Number of Projects: 2

EagleView Rep: Dean Larson
Expiration Date: 6/30/2020
Targeted Capture: 2021-b-Spring





EagleView Response to Swift County 2021, Aerial Photography RFP

Submitted By

Dean Larson

Dean Larson

Minnesota District Manager

(612) 201-4846

Dean.Larson@eagleview.com

EagleView

25 Methodist Hill Dr.

Rochester, NY 14623

October 8, 2020

Ms. Kelsey Baker,
Administrator, Swift County
301 14th Street N, PO Box 207
Benson, MN 56215

Dear Ms. Baker,

On behalf of Pictometry International Corp. (a member of the EagleView family of companies and herein referred to as “EagleView”), thank you for the opportunity to present our response to Swift County RFP, 2021 Color Digital Ortho & Oblique Aerial Photography. We have reviewed your requirements and believe they align with our strengths as the aerial imagery industry leader.

EagleView has been a trusted provider of digital mapping and high accuracy aerial imagery solutions since 2001, and is proud to have previously delivered products and services to Swift County. EagleView will deliver aerial imagery solutions that support your mission to develop accurate and uniform appraisals, while also playing an essential role in other County and municipal activities. In response to your RFP, we propose solutions that will continue to give your staff increased efficiency, flexibility, and critical insights. Benefits of our proposed solution include:

Unmatched experience: EagleView has captured imagery in Swift County and the six counties neighboring Swift, all of which will be accessible within CONNECT. Our appraisal and public safety customers find the combination of our oblique and ortho imagery to be a critical part of their workflows, allowing them to increase efficiency while reducing costs and time in the field.

Unrivaled, seamless integrations: Our platform offers robust integrations, so Swift County users can access, view, measure, and analyze imagery through GeoComm’s Dispatch Map Software, DrainageDB, CPT- Swift County’s Tax system, and various Esri products, including ArcMap.

Complimentary services: Training and support will be included at no cost, as will EagleView’s desktop image viewing solution, Electronic Field Study, which features unlimited user access. EagleView will also stand behind the County in times of disaster through our RapidAccess Disaster Response Program.

We look forward to the opportunity to continue to be your and offer a seamless delivery of new imagery, data, and image viewing services. Thank you for your consideration.

Regards,



Dean Larson
Minnesota District Sales Manager
25 Methodist Hill Dr.
Rochester, NY 14623
(612) 201-1846
Dean.Larson@eagleview.com



Brian Brockmann
Corporate Vice President
25 Methodist Hill Dr.
Rochester, NY 14623
(585) 486-0093
Brian.Brockmann@eagleview.com

Contents

Executive Summary	4
1. EagleView Background and Contact Information.....	6
<i>Company Overview</i>	6
<i>Contact Information</i>	6
<i>Experience in the Minnesota Region</i>	6
<i>References</i>	7
2. Project Summary and Approach	8
<i>EagleView Approach</i>	9
<i>Summary of Compliance</i>	10
<i>Summary of Technical Process and Steps</i>	14
<i>Image Viewing Platform and Integrations</i>	17
<i>Image Acquisition Process</i>	18
<i>Final Deliverables</i>	24
<i>Summary of Quality Control Procedures</i>	25
<i>Work Plan (Deliverables Creation)</i>	27
<i>Proposed timelines for the final deliverables'</i>	27
<i>Project Management Methodology</i>	27
<i>Project Manager and Key Staff</i>	29
<i>Authorized Negotiator Information</i>	31
3. Cost Proposal	31
4. Responders Certifications	32
5. Value Added Services	33
<i>Technical Support and Training</i>	33
<i>Disaster Response Plan (DRP)</i>	34
<i>Electronic Field Study</i>	34

Executive Summary

For many years, the County of Swift has relied on ortho and oblique imagery of the highest quality to monitor change and make informed decisions from the desktop. By combining this imagery with geospatial data and putting it into the hands of your employees, many departments have become more efficient and effective - saving time and money.

Understanding Your Vision

The County of Swift has worked diligently to build its organization through a strong reputation for quality service. Pictometry International Corp. (a member of the EagleView family of companies) understands your vision and need for aerial data solutions that meet the specifications from your 2021 Digital Oblique and Ortho Aerial Photography RFP. Having served you for many years, we can offer a superior solution you already trust, and that integrates seamlessly into your workflows. We acknowledge that the following are a few key areas for Swift County, and we are confident to provide you imagery, data and resources that will enable you to meet your vision.

- Inform and improve decision making
- Integrations to create seamless workflows
- Web based solutions that allow for cataloguing, extracting, viewing, measuring, and analyzing imagery
- Seamless access to County’s imagery including neighboring counties
- Reduce logistical and access problems
- Empower employees to effectively serve the customers
- Reduce costs

Examining Your Needs

To give your employees the tools they need to confidently serve the citizens of the Swift County, you have indicated you have needs for the following:

Aerial Imagery of the Best Quality: You require oblique and ortho imagery at a collected at 9-inch (22.5-cm) pixel resolution or better in the rural areas and 3-inch (7.5-cm) pixel resolution or better in the nine urban areas. For 2021, your imagery must meet your horizontal accuracy specifications.



Enterprise-wide Software & Integrations that Transform Workflows: Web-based software that offers unlimited use and intuitive functionality for analyzing imagery is essential for County employees who need access to data for daily tasks. Imagery must also be viewable in Esri ArcGIS Desktop products and via an API for integration with internal and public-facing web-based applications and websites like but not limited to GeoComm’s Dispatch Map Software, DrainageDB, CPT- Swift County’s Tax system, and other local systems.



Reliable Source for All Aerial Data Needs: A trusted vendor who can serve as your go-to source for all aerial data needs, including LiDAR data and terrain derivatives, planimetrics and thermal infrared imagery, will simplify the contracting process for future projects.



Delivering Your Solution

From our experience with you, we know you want superior capability, capacity and quality to meet your enterprise- wide needs and an ongoing commitment to consistently meet specifications and project timelines for all aerial data solutions. As such, we will deliver the following:

9-inch and 3-inch GSD oblique and ortho imagery: We will deliver your 2021 leaf-off imagery at the best-possible resolution within your specified timeframe. We have delivered high-resolution aerial imagery since 2001 with greater clarity than images captured with traditional large- format cameras. Ortho images have greater inherent accuracy.

Web-based CONNECT platform: With applications such as CONNEXplorer and CONNEXMobile, employees can view and analyze imagery from the desktop or in the field. License terms allow for unlimited use of the program throughout the County. EagleView has previously captured imagery in the area as well as the nine surrounding counties neighboring Swift, all of which will be accessible within CONNECT.

Integrations with existing applications: We have established integrations with Esri ArcGIS Desktop products, DrainageDB application, GeoComm’s Dispatch Map system, County’s local GIS, and Tax systems. This means our imagery products can fully integrate with your existing GIS workflow and provide a seamless experience to your users. In addition, we offer an API (“Integrated Pictometry Application”) that can be leveraged to integrate with internal and public-facing applications and websites.

Realizing Extra Benefits

Our solution provides added value in a way that sets us apart from other Applicants. First, we have successfully managed aerial imagery projects and delivered software and derivative products to you for over five (5) years. We have significant experience and familiarity with the airspace and your expectations for superior service and products. Our training and ongoing technical support is unmatched in the industry. Your employees, who use our imagery daily, can expect minimal-to-no disruption or changes to their current workflows when you choose our solutions.

Secondly, we have had the capacity to serve nearly 2,000 other government entities since 2001, made possible with one of the largest aircraft fleets in the industry and major financial investments in our company. With these investments, we have relentlessly pursued innovations that benefit our customers. Our highly efficient next- generation capture systems give us the chance to offer you efficient captures and high-resolution imagery that gives you greater certainty and clarity.

We have appreciated the opportunity to serve the County of Swift and earn your trust. As you continue to invest in superior aerial imagery solutions, know you can depend on us.

Our Commitment

Our mission is to continue delivering outstanding technology solutions so that Swift County can create unmatched value for customers and lower costs. We truly share your commitment to driving the best outcomes for your customers. This also means that we will redouble our efforts to make sure that our solutions meet each of your requirement outlined in the RFP.

Choosing EagleView means being a part of an exciting technological evolution that is focused on fundamentally changing and enhancing Digital Aerial solutions. By marrying cutting-edge technology with top-notch equipment, among many of our other initiatives, EagleView is now at the forefront of leading the evolution in Digital Aerial Solutions.

1. EagleView Background and Contact Information

Company Overview

EagleView combines imagery that reveals the finest and most important details with computer vision to help identify insights into any location—from anywhere. By delivering timely, comprehensive answers to complex questions, we help professionals across industries improve people’s lives and make informed decisions for the present and future.

Founded in 2000, Pictometry International Corp. pioneered the acquisition of georeferenced, oblique aerial imagery. Pictometry’s patented camera system, which captures oblique and orthogonal imagery simultaneously, is the only one to receive U.S. Geological Survey certification. In January 2013, Pictometry International Corp. merged with Eagle View Technologies, Inc., a provider of aerial roof measurements and property data reports.

As EagleView, we have become the unparalleled providers of aerial data and measurement and analytical tools through proprietary software and partner integrations. With a growing fleet of more than 100 aircraft and library of 1 billion images, we deliver more coverage and third-party integrations than any other aerial imagery provider.

Contact Information

Name: Dean Larson
Job Title: District Sales Manager, MN
Address: 3740 Knoll Ridge Drive
Eagan, MN 55122
Phone: (612)201-4846
E-mail Address: Dean.Larson@eagleview.com
Established: 1994, Incorporated in Delaware on 11/2/2000

EAGLEVIEW’S EXPERIENCE BY THE NUMBERS

Extensive track record delivering aerial imagery and tools that improve workflows across departments

-  **1 BILLION**
Images in EagleView’s cloud-based image library
-  **NEARLY 2,000**
North American government customers served, including 90+ provincial and municipal clients across Canada.
-  **100+ AIRCRAFT**
Growing fleet of aircraft outfitted with proprietary, high-resolution cameras.
-  **COVERAGE**
across ten Canadian Provinces.
-  **150+ PATENTS**
Domestic and international patents granted

WWW.EAGLEVIEW.COM

Experience in the Minnesota Region

EagleView has a great deal of experience in the Minnesota Region. We previously captured many years of imagery in Minnesota as well as all over six (6) surrounding counties neighboring Swift, all of which will be accessible within our CONNECT platform. Our references from other customers, listed below, can speak to our track record.

References

As requested, we are providing four (4) customer references that highlight similar past projects that we have implemented.

Todd County, MN

CUSTOMER NAME	Todd County, MN
CONTACT NAME & TITLE	Doug Thom, GIS Technician
CONTACT TELEPHONE NO	320-732-4248
SERVICE & CONTRACT VALUE	Long Term Agreement - image acquisition occurring every three years commencing in 2008. Software services ongoing. Contract Value - \$88k
Products/Services Delivered	Oblique and ortho image acquisition, cloud hosted web application software, 3rd party integrations with GeoComm and Schneider Geospatial and CPT.
EMAIL ADDRESS	doug.thom@co.todd.mn.us

Douglas County, MN

CUSTOMER NAME	Douglas County, MN
CONTACT NAME & TITLE	Keith Albertsen
CONTACT TELEPHONE NO	keitha@co.douglas.mn.us
SERVICE & CONTRACT VALUE	Long Term Agreement - image acquisition occurring every three years commencing in 2007. Software services ongoing. Contract Value - \$274k
Products/Services Delivered	Oblique and ortho image acquisition, cloud hosted web application software, 3rd party integrations with CPT.
EMAIL ADDRESS	(320) 762-3854

Pope County, MN

CUSTOMER NAME	Pope County, MN
CONTACT NAME & TITLE	Bryan Gates, Director of IT
CONTACT TELEPHONE NO	(320) 634-7786
SERVICE & CONTRACT VALUE	Long Term Agreement - image acquisition occurring every three years commencing in 2008. Software services ongoing. Contract Value - \$86k
Products/Services Delivered	Oblique and ortho image acquisition, cloud hosted web application software, 3rd party integrations with CPT and Pro-West.
EMAIL ADDRESS	bryan.gates@co.pope.mn.us

Kandiyohi County, MN

CUSTOMER NAME	Kandiyohi County, MN
CONTACT NAME & TITLE	Jay Kroona, Director of IT
CONTACT TELEPHONE NO	(320) 231-6204
SERVICE & CONTRACT VALUE	Long Term Agreement - image acquisition occurring every three years commencing in 2006. Software services ongoing. Change Finder. Image Services. Contract Value - \$228k
Products/Services Delivered	Oblique and ortho image acquisition, cloud hosted web application software, 3rd party integrations with CPT and ArcServer.
EMAIL ADDRESS	jay.kroona@kcmn.us

2. Project Summary and Approach

As a part of Swift County's Request for Responses, RFP 2021, Color Digital Ortho and Oblique Aerial Photography, Swift County is seeking for a vendor to capture and deliver oblique and ortho imagery that will be georeferenced and measurable. Also, potential vendor to deliver imagery viewing solution that meets your workflow and integration requirements. The following section describes how EagleView will capture and deliver 9-inch and 3-inch oblique and ortho imagery that covers the Swift County's area of interest (AOI).

The County of Swift's specifications/requirements outlined in the RFP:

- Imagery Requirements: High quality leaf off, cloud free, with no unusual weather (Flooding, Rain, Snow, etc.), 3" area wide mosaic (MrSid).
- Resolution Requirements: 9-inch (22.5-cm) pixel resolution or better in the rural areas and 3-inch (7.5-cm) pixel resolution or better in the nine urban areas.
- Coverage Area: Capture the entire area of Swift County approximately 752 sq. miles that includes, the urban imagery shall cover 8 incorporated cities, and 1 unincorporated town of Swift Falls.
- The rural imagery shall cover the extent of Swift County and the part of Appleton Township that falls outside of the county boundary.
- Imagery Capture Timeline: All aerial photography shall be acquired in the spring of 2021, and all deliverables should be supplied on or before November 1, 2021.
- Early access to the imagery following capture.
- Image Positional Accuracy: Will be 9-inch (22.5-cm) or better with an RMSE of 2.4-ft (73-cm) or better in the rural areas and 3-inch (7.5-cm) or better with an RMSE of 1.2-ft (37-cm) or better in the nine urban areas.
- Projection: Swift County will determine horizontal coordinates.
- Individual images delivered as part of an image catalog in JPEG format.
- Additional flight requirements.
- Software: A web-based application to measure both ortho-and oblique images on screen.

- System that provides the ability to incorporate, display and query the County’s existing ESRI tax and geographic information system (GIS) data.
- System that enables integration with GeoComm’s Dispatch Map software, Houston Engineering’s DrainageDB application, other internal and external systems as needed.
- An external hard drive with a digital copy of deliverables.
- Projection: NAD83 Swift County Minnesota Coordinate System, US Foot, HARN adjusted in 1996 (NAD 83/96). The projected vertical control datum will be based on the North American Vertical Datum of 1988 (NAVD 88).

EagleView Approach

In response to Swift County Request for Proposal, RFP 2021, Color Digital Ortho and Oblique Aerial Photography, EagleView proposes capture of seamless rectified ortho and 4-way oblique imagery. Also, we will deliver our Imagery Viewing solution that meets your workflow and integration requirements. The following section describes how EagleView will capture and deliver your 9-inch and 3-inch oblique and ortho imagery that covers the Swift County’s area of interest (AOI).

To meet Swift County’s requirements, EagleView will assign a project manager to coordinate and collaborate with the County from project inception to delivery. Combined with EagleView’s stringent quality control procedures, the project methodology and the seasoned project team we are confident that County of Swift will receive imagery and data solutions that meet or exceed specifications listed in the RFP.

EagleView will capture simultaneous color oblique aerial imagery and rectified ortho photography using a precision aerial mapping camera system in the Spring of 2021. The ground will not be obscured by snow, ice, clouds, fog, haze, smoke or dust. EagleView will:

- Capture over 750 sq. miles of 9-inch pixel resolution or better in the rural areas and 3-inch pixel resolution or better in the nine urban areas.

EagleView Proposed Solution/Deliverables:

- Over 750 sq. miles of 9” and 3”/ pixel ortho and 4-way oblique aerial images that meet the image positional accuracy identified in the RFP.
- Ortho imagery deliverables will meet horizontal mapping accuracy at the 95% confidence level.
- The oblique images will be collected at an angle between 45° and 90°.
- Reflys included at no cost if needed.
- Measurement tools available and functional in both orthographic and oblique views to include elevation and ground slope.
- Measurement tools available and functional in oblique views to include height, vertical area, and roof pitch.
- Oblique imagery software that allows for cataloging and organization of points of interest, and ability to search GIS layers and addresses including Tax Parcel ID and coordinates.
- Our web-based imagery software offers unrivaled integration capabilities. It offers standard APIs to integrate with GeoComm’s Dispatch system, DrainageDB, as well as various Esri products, including ArcMap.
- Standard tiles and image catalog of individual image tiles. This will include both the ortho and oblique images in standard formats, and are available for viewing in EFS and CONNECT.
- Established toolbar connections with ESRI ArcMap
- Integration with Esri’s ArcGIS for Local Government Solutions products

- Mobile Application with access to GIS Layer overlay and Measurement Tools
- Disaster Response for Aerial Photography in the event of a Natural Disaster
- Technical support and training at no additional cost
- All imagery accessible through cloud-based and locally installed applications.
- Full imagery delivery within 60 days of final flight and before July 31, 2021, depending on the weather.
- Early access to imagery within 10-14 days of capture
- All historical Eagleview oblique imagery already captured for Swift County viewable within CONNEXTE Explorer

All imagery will be delivered on a USB external hard drive. Capture timeframes are contingent on weather and air traffic control restrictions. *Please refer to our response in the Project Management Methodology section for details on Project methodology, phases, milestones, and delivery timelines.*

Summary of Compliance

1. Products – Digital Aerial Imagery

Swift County Requirements	EagleView Compliance	Comments
<p>Imagery Types - They must include rectified orthogonal aerial photos and oblique aerial photos. The oblique photos will be collected at an angle between 45° and 90°.</p>	<p>Full</p>	<p>As a former aerial imagery provider to County and an annual project competitor, we are keenly aware of the high expectations set forth by the your department and offer the following guarantees on our work:</p> <ul style="list-style-type: none"> • Digital orthos will be authoritative and mosaicked to derive a single, seamless orthophoto, free of any overlapping lines or anomalies. • Oblique imagery will be captured from our proprietary system that has been certified by the USGS. The oblique photos can be viewed through our CONNEXT platform or any third-party platform that accepts our development code.
<p>Spatial Resolution and Positional Accuracy: will be 9-inch (22.5-cm) or better with an RMSE of 2.4-ft (73-cm) or better in the rural areas and 3-inch (7.5-cm) or better with an RMSE of 1.2-ft (37-cm) or better in the nine urban areas.</p>	<p>Partial</p>	<p>The following White Paper details the tested accuracy of our standard orthoimagery: https://www.eagleview.com/wp-content/uploads/2017/07/Absolute-Horizontal-Accuracies_2014-11-21-1.pdf. For our standard 6-inch orthoimagery frames, the computed 95% absolute horizontal accuracy results of the tested areas were 1.4</p>

		foot (43cm) RMSE _x /RMSE _y Horizontal Accuracy Class +/- 4.4 feet [135cm] at a 95% confidence level.
Timing of Image Capture: Aerial photography is to be flown “leaf off” in the spring of 2021 when deciduous trees are barren. Photography will not be taken when the ground is obscured by snow, haze, fog, dust, or when cloud shadows will appear on more than five percent (5%) of the area in any one photo.	Full	We will deliver your 2021 leaf-off imagery at the best-possible resolution within your specified timeframe. We will capture the imagery when the ground is not obscured by snow, ice, clouds, fog, haze, smoke or dust.
Flight Plan: The successful vendor is responsible for all flight planning required to acquire the imagery	Full	Our Project Manager will collaborate with the County to develop a custom flight plan and review plans for ground control.
Overlap: The imagery shall be acquired with sufficient end lap and/or side lap to prevent any gaps in coverage and to provide all necessary coverage for accurate ortho-rectification and visual interpretation.	Full	Please see image acquisition process below for details.

2. **Image Inspection and Review - The vendor will provide Swift County with access to the imagery so that it can be inspected and reviewed against their existing GIS layers and mapping systems/applications. If any issues are found the vendor will work with the county to resolve them. The project will not be considered complete until Swift County is satisfied with the review and any needed resolutions.**

(Fully Comply) We will expedite initial imagery delivery through “CONNECT EarlyAccess,” which delivers your orthos online via our cloud-based CONNECT platform within 7–14 days of capture, enabling you to inspect and review against your existing GIS layers and mapping systems/applications. Further, our team will be in constant touch with your team to ensure our products meet your resolution and accuracy needs.

3. **Imagery Footprints - Vendor will supply Swift County with representations of footprints of the raw images collected in the flight, as well as the final image tiles.**

(Fully Comply) Yes, as a part of project deliverables we will supply shape files and final tiles.

4. **Metadata Files - Vendor shall supply metadata files for Aerial Imagery.**

(Fully Comply) EagleView will provide metadata files. Please see final deliverables section for details.

5. **Project Area**

Swift County Requirements	EagleView Compliance	Comments
The rural imagery shall cover the extent of Swift County and the part of Appleton Township that falls outside of the county boundary.	Full	We will capture the imagery covering the Swift County and the part of Appleton Township that falls outside of the Swift County boundary.
The urban imagery shall cover 8 incorporated cities, and 1 unincorporated town of Swift Falls	Full	EagleView plans to capture 3-inch (7.5-cm) pixel resolution or better in the nine urban areas.

6. Coordinated System - All data will be referenced to the NAD83 Swift County Minnesota Coordinate System, US Foot, HARN adjusted in 1996 (NAD 83/96). The projected vertical control datum will be based on the North American Vertical Datum of 1988 (NAVD 88).

(Fully Comply) Imagery will be delivered in Swift County, Minnesota, North American Datum 1983, United States Feet, and the projected vertical control datum will be based on the North American Vertical Datum of 1988 (NAVD 88).

7. Horizontal Accuracy

Swift County Requirements	EagleView Compliance	Comments
<p>Typical Positional Horizontal Accuracy: 1m at a 95% confidence level or better.</p> <ol style="list-style-type: none"> The preference for urban areas is an RMSE x/y of 37 cm or better. The preference for rural areas is an RMSE x/y of 73 cm or better. 	Full	Your imagery deliverables will meet horizontal mapping accuracy at the 95% confidence level.

8. Imagery Tiles and Formats

Swift County Requirements	EagleView Compliance	Comments
An image catalog of individual image tiles. This will include both the ortho and oblique images in JPEG 2000 format.	Full	Please see the final deliverables section below for details.
Urban Mosaics of the 8 incorporated cities, and 1	Full	Please see the final deliverables section below for details.

unincorporated town, in ECW, MrSID, or JPEG 2000 format. Rural Mosaics in ECW, MrSID, or JPEG 2000 format.		
County-wide Mosaic single image, 1-meter GSD ortho mosaic sector tiles in ECW, MrSID, or JPEG 2000 format.	Full	Please see the final deliverables section below for details.

9. Deliverables

Swift County Requirements	EagleView Compliance	Comments
Orthographically rectified and delivered in two separate format configurations: Compressed County Mosaics, Uncompressed Tiles	Full	Please see the final deliverables section below for details.
45° to 90° angle oblique images: <ul style="list-style-type: none"> a. Individual images delivered as part of an image catalog in JPEG format. b. Able to be accessed through an online viewer, ArcGIS Online applications, and able to be integrated within GeoComm’s Dispatch Map software. 	Full	Please see the final deliverables section below for details.
Metadata files	Full	Please see the final deliverables section below for details.

10. Delivered Copies - An external hard drive with a digital copy of the contractor’s work products (deliverables listed above) must be provided.

(Fully Comply) Final deliverables will be provided in an external hard drive.

11. Deliverables

Swift County Requirements	EagleView Compliance	Comments
----------------------------------	-----------------------------	-----------------

Both the orthogonal and oblique images must be accessible with an online viewer mapping application.	Full	Authorized County users can access the images via our cloud-based CONNECT platform within 7–14 days of capture.
These products must also work with ESRI's ArcMap Desktop software and ArcGIS Online applications, GeoComm's Dispatch Map software, Houston. Engineering's DrainageDB application, and Counties Providing Technology's map integration (Swift County's tax system).	Full	Our application platform has an extensive collection of open APIs that can be leveraged for a broader and deeper integration with other solutions. Currently, we have established integrations with GeoComm's Dispatch Map system, DrainageDB, County's internal Tax system, and various Esri products, including ArcMap.
They must also be available to use in potential future mapping applications and software.	Full	County can use the imagery in future mapping applications and software as needed.
12. Deliverables		
Swift County Requirements	EagleView Compliance	Comments
Imagery collection must be completed within a time period that allows for continuity of ground conditions.	Full	Imagery will be collected during the best ground and climatic conditions. Please see the Project approach section for the details.
Preview imagery will be available as soon as possible following capture.	Full	We will make the initial imagery post the capture via our CONNECT platform.
Final Ortho Imagery to be delivered at times agreed upon by Swift County and the Vendor during contract negotiations.	Full	Please see the final deliverables section for details.

Summary of Technical Process and Steps

Please refer to the table below for technical and accuracy specifications of our imagery and software. The pages that follow describe how we will acquire and post-process your deliverables to meet accuracy requirements.

Essentials+ Community Imagery (9" GSD, or better) for rural areas.

Product	Essentials+ Community
Orthomosaic Specifications	<ul style="list-style-type: none"> • Resolution at 9in GSD • Typical Positional Horizontal Accuracy: 1m at 95% confidence level • Fully automated photogrammetric orthomosaics. Imagery may contain seamlines • Project-wide color and contrast balancing
Oblique Imagery	<p>Nominal 9in GSD oblique imagery or better:</p> <ul style="list-style-type: none"> • Where available fully automated photogrammetric mosaiced imagery. Imagery may contain seamlines
Metadata and Reporting	<p>Metadata:</p> <ul style="list-style-type: none"> • Metadata generated that meets FGDC Standards upon request • Shapefile(s) with discrete deliverable boundaries and directional metadata
Orthomosaic Deliverable Format (Online)	<p>Resolution: 9in GSD</p> <p>Access Methods:</p> <ul style="list-style-type: none"> • Available via web-based viewer (Connect Explorer) – contracted separately • Also available via WMS/WMTS (Image Service) – Contracted separately
Orthomosaic Deliverable Format (Physical)	<p>Resolution: 9in GSD</p> <p>Projection/Coordinate System: Customer Selectable</p> <p>Datum: Customer Selectable</p> <p>File Format:</p> <ul style="list-style-type: none"> • Mosaic Tiles <ul style="list-style-type: none"> ○ Available in JPEG, GeoTiff, JPEG2000, PNG, ECW, MrSID (All Versions) with world file ○ Includes separate Pictometry Map Image (PMI) trailer file • Project-Wide Mosaic <ul style="list-style-type: none"> ○ Available in ECW, MrSID (All versions) format
Oblique Imagery Deliverable Format	<p>Access method: Available via web-based view only (Connect Explorer) – Contracted separately</p>

**Delivery
Timeline**

Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 30 days of capture completion

Essentials+ Property Imagery (3" GSD, or better) for urban areas.

Product	Essentials+ Property
Ortho Frame Imagery	<ul style="list-style-type: none">• Nominal 2in GSD ortho imagery, imagery as good as 1.2in and no worse than 3in
Orthomosaic Specifications	<ul style="list-style-type: none">• Orthomosaic Resolution 2in or 3in GSD (Best Available Provided)• Typical Positional Horizontal Accuracy: 1m at 95% confidence level• Fully automated photogrammetric orthomosaic. Imagery may contain seamlines• Project-wide color and contrast balancing
Oblique Imagery	Nominal 2.6in GSD oblique imagery ranging from 1.7in to 3.5in GSD: <ul style="list-style-type: none">• Where available fully automated photogrammetric mosaiced imagery. Imagery may contain seamlines
Metadata and Reporting	Metadata: <ul style="list-style-type: none">• Metadata generated that meets FGDC Standards upon request• Shapefile(s) with discrete deliverable boundaries and directional metadata
Orthomosaic Deliverable Format (Online)	Resolution: 2in or 3in GSD (Best Available Provided) Access Methods: <ul style="list-style-type: none">• Available via web-based viewer (Connect Explorer) – contracted separately• Also available via WMS/WMTS (Image Service) – Contracted separately
Orthomosaic Deliverable Format (Physical)	Resolution: 2in or 3in GSD (Best Available Provided) Projection/Coordinate System: Customer Selectable Datum: Customer Selectable File Format: <ul style="list-style-type: none">• Mosaic Tiles<ul style="list-style-type: none">○ Available in JPEG, GeoTiff, JPEG2000, PNG, ECW, MrSID (All Versions) with world file○ Includes separate Pictometry Map Image (PMI) trailer file• Project-Wide Mosaic

	<ul style="list-style-type: none"> ○ Available in ECW, MrSID (All versions) format
Oblique Imagery Deliverable Format	Access method: Available via web-based view only (Connect Explorer) – Contracted separately
Delivery Timeline	<p>Best efforts to make frame imagery available online within 20 days of capture complete</p> <p>Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 30 days of capture completion</p>

Image Viewing Platform and Integrations

EagleView’s robust web-based application CONNECTExplorer enables authorized users to view, measure, and analyze aerial imagery with precision. CONNECTExplorer offers an intuitive graphical user interface that enables users to perform the required functions with ease. Tens of thousands of county and city customers use our web-based application to make informed, accurate decisions daily. No additional software or installation is required.

Our application platform has an extensive collection of open APIs that can be leveraged for a broader and deeper integration with other solutions. Currently, we have established integrations with GeoComm’s Dispatch Map system, DrainageDB, County’s internal Tax system, and various Esri products, including ArcMap.

A few features our CONNECTExplorer that meets your requirements:

- Access to current and historical imagery
- Intuitive analysis tools to determine location, area, height, elevation, ground slope, bearing, annotations, walking distance and more
- Ability to query data on County’s existing GIS system
- Search functionality on customer-provided GIS layers
- Dual-pane mode to simultaneously view imagery from different years and angles to detect change
- GPS Tool to narrow in on a user’s location
- Image extraction in standard file formats, including JPG, TIF, GIF, KML, and PDF
- 24/7 access to your data using secure access protocols



Assess property changes without a site visit. Identify new construction, such as a pool installation, by view in g historical and current imagery side by side in CONNECTExplorer. Quickly and accurately assess additions using the application’s annotation and area-measurement tools.

Integrations

EagleView is a Gold Partner of good standing in the Esri Partner Network. Our orthophotography is fully compatible with Esri applications, and we produce several integrations with Esri products to accommodate oblique imagery and tools. We offer integration solutions for:

- ArcGIS Desktop
- ArcGIS Server
- ArcGIS Pro
- Web AppBuilder

These integrations support location synchronization with the Esri map window to provide oblique imagery viewing, navigation and analysis, as well as GIS vector layer overlays. In addition, we have established integrations with GeoComm’s Dispatch Map system, DrainageDB, and Swift County’s local GIS and tax systems.

Image Acquisition Process

EagleView will capture imagery using its patented PentaView camera system in the winter or early spring of 2021 during leaf-off conditions when sun angle is 30 degrees or greater.

Cameras

Aircraft will be equipped with our PentaView patented camera system which features five separate cameras: one focused on the nadir (straight-down view), and four that capture oblique images facing north, south, east, and west. The system also includes an Applanix Position and Orientation System (POS) with an Airborne Global Positioning System (GPS) antenna and an Inertial Measurement Unit (IMU). We will deliver ortho and oblique imagery as desired. This is the only oblique capture system to be certified by the United States Geological Society (USGS) because of its proven locational accuracy.

Camera Calibration

Cameras undergo a rigorous calibration process, developed by EagleView and licensed to the USGS, prior to image collection and as part of the manufacture. The calibration is performed through the capture of a series of images from prescribed locations and at varied orientations of a stationary target cage. Targets are identified in the images collected via a semi-automatic process, and a free-network bundle adjustment is performed to solve for camera interior orientation, including precise focal length, principal point location, and radial distortion coefficients. These parameters are then incorporated into the camera model used during subsequent image processing operations. EagleView also puts each camera through its color calibration process to ensure consistent representation of ground features.



Configured for Areawide Capture. *EagleView's capture system was designed for the highly efficient capture of regional, county and city areas with five views: a traditional nadir view plus north, south, east, and west oblique views.*

In advance of capturing data, EagleView performs an additional aerial boresight calibration on each of the systems involved in a project. An adjustment is computed to solve for the alignment between the optical axis of the camera and the internal coordinate axes of the Inertial Measurement Unit (IMU). This adjustment is then applied to the imagery captured throughout each project. Each system completes a boresight flight at regular intervals to ensure sensors have stayed in alignment.

Capture Parameters

Throughout each capture mission, GPS/IMU data will be logged on the aircraft. The GPS data will be recorded at a minimum rate of 2Hz, and the IMU data will be logged at a minimum rate of 200Hz. Concurrently, multiple GPS reference stations will be logging data on the ground. These reference stations are typically part of the CAN-NET network. EagleView may set up and run a base station, as needed.

The imagery will be nominally captured with a PDOP value of less than 8.0 and within 60 kilometers of an operating GPS reference station. EagleView limits its sensor to 6 degrees of pitch and yaw. This limit can be used due to the narrow field of view of EagleView's cameras which, by design, limit the off-nadir distance of features at the edge of the frame.

Imagery will be captured at 24 bits per band with a planned forward overlap of 60 percent and a sidelap of 30 percent. Image collection will extend beyond the project area boundaries to produce full ortho imagery coverage. All ortho Images may provide an accurate top-down view that is rectified to align to a map grid and can be integrated into a GIS database.

EagleView's systems use onboard IMU to control crab. These systems report errors above 15 degrees. All errors are reviewed, and images may be rejected per scope of work and quality thresholds. Any areas that need to be addressed will be identified during our extensive coverage verification review. Areas will be re-flown accordingly.

Refly

There are several levels of checks and balances at EagleView where the imagery is checked for anomalies and accepted or rejected for re-fly. The Image Processors are the first level, scrutinizing the imagery immediately upon receipt from the pilot. While the planes are still in the area, they ascertain whether any

re-flies are necessary and, if so, the re-flies are expedited back to EagleView's Production Group for dispatch to the pilots. Initial imagery can be shared with the client to gain their acceptance of the quality and accuracy.

Sun Angle

EagleView may capture images when there are clouds above the altitude of the aircraft. In fact, the best lighting for the EagleView images is when there is a light, high cloud cover, as this provides the most consistent Lambertian lighting coverage. The preferred capture windows are when the leaf canopies are off, and the ground is not obscured by snow or ice.

Aircraft and Pilots

We maintain a growing fleet of more than 100 aircraft, including Cessna 172 single-engine and Piper Aztec twin-engine airplanes, strategically based across the United States, Canada, and Australia. This fleet allows us to logistically capture imagery in different regions simultaneously.

We train all pilots on our technology, policies, and procedures. We require flight vendors and pilots to maintain and operate aircraft in strict accordance with the regulations of the Federal Aviation Administration and the Civil Aeronautics Board and the Civil Aviation Directorate (TCCA).

Pilots follow strict procedures for automatic detection and rejection of any capture that goes beyond the parameters set forth for the project. Pilots have the authority to vector off flight lines as required by current flight conditions, air traffic, and air traffic control. In these instances, our software automatically records where the pilot suspended the flight line, allowing the pilot to later resume collection and obtain complete coverage. Depending on the needs of the customer and capture conditions, pilots can resume the flight where it was suspended; re-fly the flight line where the interruption occurred; or re-fly the sortie.



Aircraft Resources Available for Efficient Captures. EagleView will fly a Cessna 172 single-engine aircraft (left) or Piper Aztec twin-engine aircraft (right) based on project specifications.

Post-Processing of Imagery

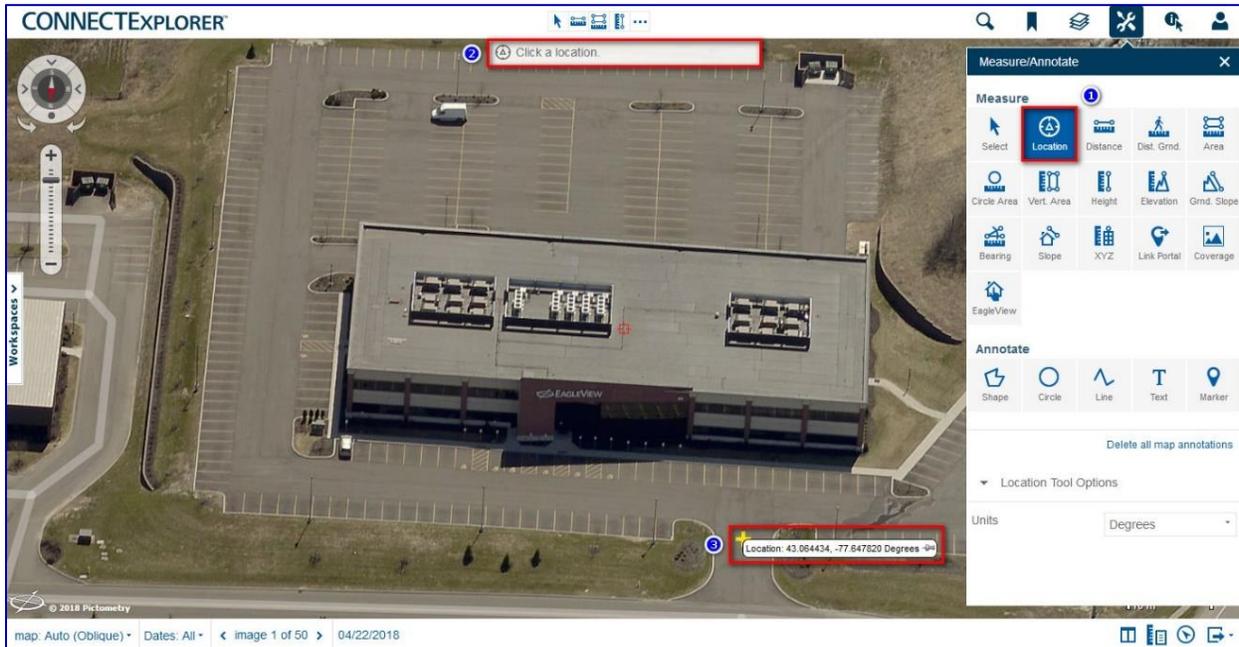
EagleView's Geomatics team will post-process the imagery, turning the raw data into georeferenced imagery and ensuring image quality.

Step 1: Upon receipt, the Geomatics team will copy data from the hard drive to the server, which will automatically back up the data. Once copy is complete, EagleView's software will develop the raw images, applying color, contrast, and sharpness to each image frame.

Step 2: Using Applanix POSPac software, the Geomatics team will refine positional data by combining Inertial Measurement Unit (IMU) data with the GPS receiver's raw observables. These

include pseudorange and phase, which provide the distance between the satellite and the receiver. This process will produce the Smoothed Best Estimate of Trajectory (SBET) for the flight.

Step 3: The Geomatics team will use EagleView's proprietary software to apply the trajectory data (SBET) to the imagery based on the individual time stamps associated with each image frame. Once this process is complete, images will be georeferenced (or tied to specific geographic coordinates). The location (X, Y, Z) and orientation (Roll, Pitch, Yaw) values derived from the SBET and assigned to each frame will serve as the initial exterior orientation (EO) values for the aerial triangulation phase of processing, if applicable to the project.



EagleView's Geomatics team will post-process imagery, turning the raw data into georeferenced imagery. *With georeferenced imagery, users will have the power to perform measurements on imagery and view the location of individual pixels.*

Step 4: The Geomatics team will review the quality of the images and inspect for potential issues related to color, camera defects, environmental conditions, capture platform anomalies, cloud cover, shadows, glare, and motion blur. If images do not meet quality standards, the team will mark imagery for recapture. EagleView reviews imagery while aircraft are still in the project area for efficient deployment should a re-fly be necessary.

Step 5: The Geomatics team will perform a verification process to determine image-to-image and camera-to-camera accuracy. Using EagleView's proprietary software, the team will compare common points in different images. The team will check calculated coordinates for a point in one image against the coordinates for the same point in other images that cover the same location. We will investigate inconsistencies. Imagery will be reprocessed if the team identifies points that do not meet EagleView's quality standards.

Step 6: We will orthorectify orthophotos to remove horizontal displacement caused by terrain height variation, earth curvature, and camera-based distortions. The Geomatics team will incorporate the best available digital elevation model (DEM), geo-referenced exterior orientation values, and calibrated camera model parameters into imagery during orthorectification. Images will be rotated to point true north. The Geomatics team will use EagleView's proprietary software to ensure image pixels are the same

dimension. Once orthorectified, images will have a consistent scale, allowing for accurate measurements of distance and direction.

Step 7: EagleView will incorporate elevation data into oblique imagery through its patented Tessellated Ground Plane (TGP) process. The TGP, like a Triangular Irregular Network, is a three-dimensional representation of the earth's surface derived from customer-provided LiDAR or open-source USGS data. The tessellation process extracts geographic coordinates and elevation data for each oblique image pixel and associates it with the corresponding position on the TGP.

Preparing Initial Visualization-Grade and Oblique Deliverables

We will produce initial deliverables once all imagery from the area of interest has been post-processed and orthorectified. We use our proprietary software to mosaic ortho imagery and produce ortho sector tiles. Prior to production of area-wide mosaics, the Geomatics team will review each tile to verify proper coverage and identify any image issues. The team will apply equalization in the ortho mosaic process to ensure color and brightness are uniform across the mosaic.



We will copy all ortho and oblique data to a hard drive. A member of the Quality Control team will review all deliverables through a 12-step process. We then upload final imagery to CONNECT and the Customer Technical Support team ships a hard drive of imagery to you.

Fully Analytical Aerial Triangulation

The Photogrammetric department will use photogrammetric software to automatically generate tie-points that correlate the same features between image frames, producing a control and a check of the relative accuracy. Surveyed ground control points will be measured and used to control a bundle adjustment, ensuring a high level of absolute accuracy. This accuracy will meet the specified ASPRS Positional Accuracy Standards.

Aerial triangulation will be performed on all land imagery necessary for use in the production of orthomosaics. The digital AGPS/INS aerial photography will be processed with photogrammetric software to constrain the digital aerial imagery to the X, Y, Z, omega, phi, and kappa photo center parameters computed by the Applanix POSPAC software as well as the surveyed ground control points. Bundle adjustments consisting of AGPS/INS-controlled photo center exposures will be constrained to ground control points to compute the following values:

1. RMS automatic points in photo
2. RMS control and manual points in photo
3. RMS control points with default standard deviation set
4. RMS IMU observations
5. RMS GNSS observations
6. Average (weighted) sigma naught

EagleView’s Aerial Triangulation Team and licensed professionals will review a statistical analysis of the error propagation and theoretical accuracy. A post process will be performed with all control points “set to check” (an unconstrained adjustment) to verify the internal mathematical solution prior to the introduction of the control point values. Control and tie point residuals from the final bundle adjustment will be examined and checked against project specifications. The bundle adjustment may also be performed with a portion of the GCPs set as check points to verify the accuracy of the aerial triangulation adjustment. The RMS error (RMSE) of the calculated point coordinates as compared to the surveyed point coordinates will be reported.

Orthorectification and Mosaicking

The Aerial Triangulation team will apply the aerial triangulation adjustment and orthorectify these triangulated images to a terrain surface derived from some combination of LiDAR-based digital elevation models and surfaces extracted directly from the imagery. **To ensure seamless orthomosaics**, the resulting ortho frames will be mosaicked using an automated seamline-generating algorithm in conjunction with building outlines that help to steer seamlines around well-defined linear features, reducing edge mis-join.

Image Corrections

The Image Corrections Team, focused on quality control, will ensure orthophotos meet USGS quality standards for orthoimagery.

Bridge Correction

The Image Corrections Team will manually correct bridges, as necessary, using proprietary software. The adjustment eliminates distortion caused by variance in the digital elevation model (DEM) and ensures proper planimetric placement.



Radiometric Fixes

EagleView’s quality control processes prior to and during each image capture help ensure color and brightness consistency. However, varying angles of the sun and weather conditions can cause differences across imagery. The Image Corrections Team will make localized adjustments to alleviate any contrast.



Building Lean Correction

EagleView minimizes building “lean” caused by radial displacement by using small-format cameras, which have narrower fields of view. However, taller buildings will display lean and obstruct ground features around them occasionally. The Image Corrections Team will manually correct buildings to reduce tilt and ensure measurable features are visible.



Mosaicking

The software used to stitch together orthomosaics typically steers seamlines away from elevated features, such as buildings or bridges. Occasionally, seams “break” structures. The Image Corrections Team will manually look for and edit any misalignments in the mosaic. EagleView verifies feature alignment across seamlines is 3 pixels or less.



Water Bodies

EagleView uses a single frame to represent a body of water, such as a pond. If that’s not possible, the Image Corrections team will manually smooth transitions between frames to preserve the natural appearance of the water. When the joining of two images results in color differences, alternate images are used to overlap the color difference and smoothed to ease the color transition.



Final Deliverables

Imagery will be delivered in Swift County, Minnesota, North American Datum 1983, United States Feet. Ortho deliverables will include:

- We will deliver 9-inch and 3-inch resolution tiles in requested JPEG2000 or GeoTIFF, MrSID and ECW formats.
- Urban Mosaics of the 8 incorporated cities, and 1 unincorporated town, in ECW, MrSID, or JPEG 2000 format
- Rural Mosaics in ECW, MrSID, or JPEG 2000 format
- County-wide Mosaic single image and 1-meter GSD ortho mosaic sector tiles in ECW, MrSID, or JPEG 2000 format.
- Mr. SID (compressed 20:1) and world file (sdw), seamlessly mosaicked together with no black or “no-data” areas.
- Orthomosaic tiles: Uncompressed GeoTIFF and/or JPG formats, tiles split by the project boundary completed to their full extent
- **FGDC-compliant metadata:**
 - XML format

- Project metadata describing the orthophotography production process will be submitted as a deliverable. Metadata will be FGDC compliant. Typically, one project-level metadata file is delivered for each product type with corresponding names.
- **Produced-to accuracy report**
 - Report signed/sealed by appropriately credentialed personnel. Report details production statistics including GPS/INS post-processing and includes an NSSDA-compliant "Produced-To" accuracy statement.

Ortho imagery deliverables will meet horizontal mapping accuracy at the 95% confidence level.

Summary of Quality Control Procedures

EagleView has relied on strict quality and project management controls to ensure projects meet customer specifications and are delivered on time and within budget. With these controls in place, we continue to grow our business and secure repeat customers. Our imagery library has grown from 229 million images in 2013 to more than 1 billion images today. We have served 2,000 government customers.

Cost Controls

EagleView offers a fixed cost-per-mile pricing structure for its aerial imagery.

Quality Control

Key quality assurance steps include, but are not limited to, the following:

Quality Checkpoint	Description
<i>System Calibration</i>	Sensors are calibrated for lens distortion, system geometry, color response, and accurate bore sighting.
<i>Mission Planning</i>	A licensed professional (i.e. engineer, surveyor, or certified photogrammetrist) prepares the ground control collection plan and checks any available data from client or previous projects and confirms project parameters, reference standards, and local conditions are suitable. Flight plans are completed with ground control planning included; targets, if required, are set and confirmed prior to capture.
<i>Flight Altitude</i>	With a digital elevation model, flight plans are tiered at different altitudes to allow for complete image overlaps and consistent resolution and ensure safety.
<i>Image Acquisition</i>	The flight management system performs several real-time quality checks during capture operations. The system immediately flags images captured when the aircraft experiences excessive roll, pitch, or yaw, and immediately recaptures frames with significant glare from solar reflection.
<i>Receiving</i>	Upon receipt of captured imagery, Geomatics inspects images algorithmically and physically for color, camera defects, environmental conditions, capture platform anomalies, cloud cover, shadows, glint, and motion blur. If images do not meet quality standards, the team marks imagery for recapture.
<i>Re-fly</i>	EagleView ships drives containing imagery and data to its processing facility while aircraft are still in the area. If a re-fly is needed, EagleView can dispatch pilots quickly.
<i>GPS Post-Processing</i>	Differential GPS and IMU post-processing are handled using Applanix POSPac suite of software. The resulting solution is held to strict accuracy standards.

<i>Area of Interest Coverage</i>	The aerial triangulation (AT) team evaluates the imagery for coverage of the AOI. The team analyzes capture dates to ensure any differences between captures for the same AOI are used in a cohesive manner.
<i>Ground Control</i>	Upon receipt of the surveyed ground control coordinates and survey report from a licensed surveyor, the AT team checks ground control points against the captured imagery to validate visibility and positioning.
<i>Aerial Triangulation Report</i>	The AT team better aligns images in relation to each other using an automated tie-point generation process. The team then adjusts the locational accuracy of imagery during the triangulation process comparing imagery against surveyed ground control coordinates. Upon conclusion of tie-point generation and triangulation, the AT team submits a report to a licensed professional for approval of and confirmation that results meet the customer's accuracy specifications.
<i>Digital Elevation Model</i>	EagleView compiles elevation data from multiple sources, including customer-provided data, EagleView LiDAR data, and public domain data. EagleView reviews the quality of the elevation data before orthorectification and consults with the licensed professional for acceptability. When areas of poor quality or change are identified, EagleView derives data using photogrammetric methods to update and yield a more accurate elevation model.
<i>Mosaic Generation</i>	The AT team does a high level visual review and assures proper AOI coverage, proper building outlines are imported, data required for manual corrections is collected and organized, projections and datum are checked and verified, exported tiles are proper size and dimension, and verification ortho images line up with surveyed ground control.
<i>Manual Corrections</i>	The Image Corrections team inspects the mosaic to identify any undesired results of the image stitching process.
<i>Metadata</i>	Each set of orthophoto deliverables includes XML metadata containing information about the processing, quality, and accuracy. The finalized metadata files are validated for compliance with the Federal Geographic Data Committee (FGDC) Content Standard for Digital Geospatial Metadata (CSDGM), Vers. 2 (FGDC-STD-001-1998). The licensed professional reviews the prepared metadata to ensure that standards and project requirements are met.
<i>Project Report</i>	Contributions from team members and managers are consolidated into a final project report, which includes the survey report, if requested, and metadata. The licensed professional reviews and approves the report before final delivery.
<i>Deliverables</i>	EagleView performs a final QA/QC check on deliverables to ensure they meet the customer's desired specifications. The project manager will further evaluate all data and consult with the licensed professional on any issues identified and consult on best course of action or project/process modifications, if required.

Project Management Controls

Communication, both internally and externally, is key to maintaining the project schedule. EagleView's internal teams provide detailed updates throughout each project using the same tool. With EagleView's Customer Relationship Management system, production teams and project management can quickly access and review project parameters and progress, and track communication internally and with the customer.

The project manager will provide progress updates to Swift County during each major milestone of the project, including (but not limited to) the following times:

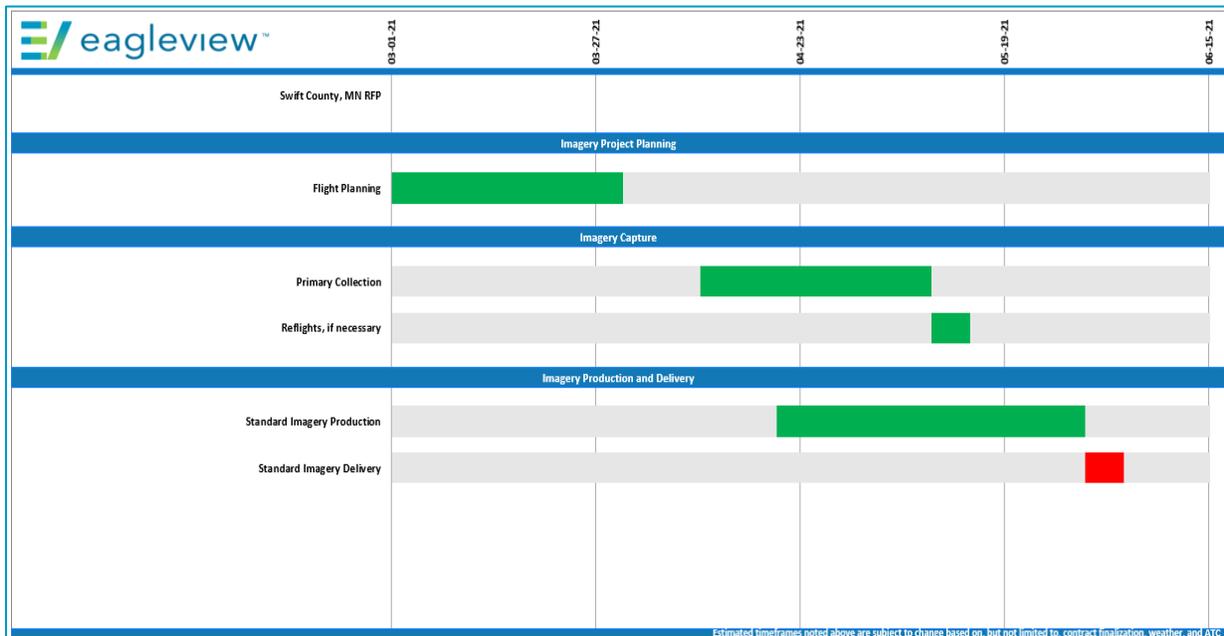
- Two months prior to image acquisition to host a kick-off meeting (conference call)
- Approximately one to two weeks prior to acquisition to notify that aircraft are moving or have moved into the area of interest
- Weekly contact during acquisition to provide updates on capture progress
- Every three weeks after acquisition to provide production updates and as needed or required.

Work Plan (Deliverables Creation)

For implementation and delivery, we use our in-house resources. We have dedicated departments and sufficient resources in our project and client services group. We will assign a highly qualified and experienced EagleView professionals' team to successfully implement, create and deliver final deliverables; and provide post-implementation support for every undertaking. The Project Manager for the County of Swift will oversee a team of project planners and production managers. This team will estimate a schedule of milestones, monitor progress against them, and act when necessary to keep projects on track. Please see Project Manager and Key Staff section for more details.

Proposed timelines for the final deliverables'

Within 60 days after final flight, we plan to deliver oblique imagery and standard ortho tiles and orthomosaics on a hard drive. This imagery will be available on CONNECT. Please see the following Gantt chart for details.



Project Management Methodology

EagleView strives to provide consistent implementation success with our project management methodology. Our implementation approach and collaborative processes are key market differentiators. For the past twenty (20) years, EagleView has experienced consistent implementation success with our

proven project management methodology. EagleView project phases include Discovery, Requirements Gathering, Design, Build, Test, Train, Deploy, and Transition to Support. We employ a dedicated project manager and a team of experts who holds solid experience, and make sure that all methodologies are the most up-to-date based on PMI standards. Our implementation process focuses on three areas:

- Solving client pain points and meeting their business goals.
- Identifying opportunities for and demonstrating ROI from the deployment.
 - *Recognizing barriers to generating performance and productivity improvement
- Identifying capabilities in our solutions that can help anticipate and meet emerging market needs.

The EagleView implementation team follows standard PMI methodologies. We also apply in-house policies and procedures as needed during the course of the process. As stated previously, for the past 20 years, EagleView has experienced consistent implementation success with our proven project management methodology.

An experienced Project Management team will work with the County of Swift from pre-contract through capture, processing, delivery, and training. Coordination and communication with Swift County are essential in EagleView’s planning. Combined with EagleView’s resources and proven capture methods, described in greater detail in this section, project management will make sure deliverables meet specifications.

EagleView will work with the County to establish an agreed-upon schedule for communication and status reports. In general, EagleView provides progress updates during each major milestone of the project, including (but not limited to) the following times:

- Two months prior to image acquisition to host a kick-off meeting (conference call)
- Approximately one to two weeks prior to acquisition to notify the customer that aircraft are moving or have moved into the area of interest
- Weekly contact during acquisition to provide updates on capture progress

This chart below outlines main phases of your project.

Phase	Description
Planning	Approximately two months prior to image acquisition, The Project Manager (PM), will host a kick-off meeting via conference call with the Swift County. The PM will collaborate with the City to develop a custom flight plan and review plans. Approximately 1–2 weeks before acquisition, PM will notify County when aircraft are moving or have moved into the area of interest (AOI).
Capture	We will capture the County’s imagery when the sun angle is 25 degrees or greater using a single- or twin-engine aircraft equipped with our patented PentaView camera system. This platform can simultaneously capture high-resolution ortho and oblique imagery. We plan to complete capture in your requested timeframe.

Post-Processing	Our Geomatics team will post-process the imagery, turning the raw data into geo-referenced imagery. The team will also review the quality of the images and inspect for any capture issues. If images do not meet quality standards, the team will mark imagery for recapture. We review imagery while aircraft are still in the project area for efficient deployment should a re-fly be necessary.
Oblique Production (when applicable)	We will incorporate elevation data into oblique imagery through our patented Tessellated Ground Plane (TGP) process. The tessellation process extracts geographic coordinates and elevation data for each oblique image pixel and associates it with the corresponding position on the TGP. We use proprietary software to determine image-to-image as well as camera-to-camera accuracy. All oblique imagery undergoes a 12-step quality control review process prior to final delivery.
Ortho Production	Our Geomatics team will produce visualization-grade orthomosaics from the ortho imagery. The team will: <ul style="list-style-type: none"> ▪ Color balance imagery to eliminate areas of significant contrast ▪ Fully QC all final deliverables
Authoritative Orthomosaic Production (if applicable)	Our Photogrammetric team will produce authoritative orthomosaics to meet accuracy specifications. The team will: <ul style="list-style-type: none"> ▪ Color balance imagery to eliminate areas of significant contrast ▪ Review the individual footprints of the images, or polygons, for coverage issues, such as excessive overlap and gaps ▪ Detect matching pixel values in overlapping images to adjust the location of images ▪ Perform aerial triangulation using surveyed ground control coordinates ▪ Use the best available DEM to orthorectify imagery ▪ Generate mosaicked ortho tiles ▪ Manually correct images that do not meet quality standards. ▪ Fully QC all final deliverables.
Delivery	<p>Early Access: At no additional cost, County will receive your preliminary ortho and oblique imagery within 10–14 days post-capture through our web-based image-viewing platform, CONNECT. You can login and access your ortho and oblique imagery immediately following preliminary processing and quality control checks. <i>Oblique imagery can be viewed through an extension in ArcGIS</i> and through an online software, CONNECTExplorer. If County has existing software in use, EagleView will provide development code at no charge to integrate the oblique imagery with the County’s existing software.</p> <p>Product Delivery: Within 60 days after final flight, we plan to deliver oblique imagery and standard ortho tiles and orthomosaics on a hard drive. This imagery will be available on CONNECT.</p>

Project Manager and Key Staff

The Project Manager for the County of Swift will oversee a team of project planners and production managers. This team will estimate a schedule of milestones, monitor progress against

them, and act when necessary to keep projects on track. The Project Manager will provide the County with weekly updates during capture and regular updates during post-processing. All teams involved track project milestones and order details within an internal Customer Relationship Management (CRM) system, from flight planning through delivery. This system serves the entire organization. In addition to Project Management, the in-house teams are integral to the capture and production of Swift County aerial imagery are outlined here:

- **Flight Operations**, led by **Chad Rhinewald**, follows processes based on nearly 20 years' experience capturing oblique and orthogonal imagery in highly controlled and congested airspace. It monitors a fleet of more than 110 aircraft, ensuring sufficient resources can be dedicated to each project and projects can be started and completed on time.
- The **Geomatics** team, led by **Chris Clar**, receives, develops and georeferences imagery and performs initial quality control checks. If images do not meet quality standards, the team marks imagery for recapture.
- The **Professional Processes and Survey Operations** team, led by **Carl Schoenthal**, ensures professional **processes** are established and quality standards achieved throughout the project.
- **Senior Photogrammetrist, Claire Kiedrowski**, will be responsible for all phases of mapping and other mensuration requirements, which include planning and supervising survey activities for control, specifying photography or other imagery requirements, managing projects for mapping or other mensuration requirements and interpretation. Ms. Kiedrowski is an **ASPRS Certified Photogrammetrist**.
- The **Photogrammetric Department**, led by **Chris Clar**, is responsible for photogrammetric processes to ensure final orthomosaics meet accuracy requirements and specifications. Within that department, the **Aerial Triangulation** team performs tie-point generation, aerial triangulation using ground control, and orthorectification to ensure the final orthomosaics meet accuracy requirements and specifications. The **Image Corrections** team makes automated and manual changes to ensure imagery meets USGS quality specifications for orthophotography.
- **Customer Technical Services** prepares and ships the imagery hard drives to the customer. When the customer requires training for our image viewing software, **CONNECT**, the **Training Team** coordinates with the customer and delivers in-person or virtual instructional sessions to users.
- **On-going local technical support** is provided by Regional Technical Manager.

A key component of the success of the project will be the active involvement of Swift County leadership, as well as knowledgeable management and subject matter experts (SMEs) throughout all phases of project delivery. We will require active involvement and decision points from your project team to make certain the imagery development and project delivery goes smoothly, and all objectives are met on time and within budget. Typical client-provided resources required for an implementation include a project manager, domain experts, such as the technical and integration experts. During the Discovery Phases of implementation, EagleView will work with you to determine the scope and resources requirement.

Experience Meeting timelines and Anticipated Risks

We understand the importance of efficient capture and delivery of aerial imagery within two months of acquisition. Our resources, including a growing fleet of 110 aircraft, have helped us to successfully capture and deliver 140,754-square miles of authoritative ortho imagery that complies with positional accuracy requirements in the past three calendar years alone.

Currently, we do not foresee any concerns or` issues in capturing and delivering the requested imagery and data solutions to the Swift County. EagleView has learnt a great deal in its twenty (20) plus years of project delivery experience. We use the best of several methods in our work management methodology. Our implementation life cycle is designed to embrace change and accept the idea that requirements will evolve throughout a project because of internal and external factors. We provide frequent and early opportunities to our clients to see the work being delivered, and to make decisions and changes when possible throughout the imagery development process.

Some of the common risks EagleView has encountered in previous projects include:

- Scope creep
- Unfavorable weather conditions
- Complex integrations with external third-party systems
- Inadequate time allotted for testing and quality assurance

We will work with Swift County to minimize or eliminate the likelihood of occurrence of these risks.

Authorized Negotiator Information

Primary Contact (where the County selection committee can contact for clarification or interview via telephone.)

Name	Dean Larson
Job Title	Minnesota District Sales Manager
Ph no.	(612) 201-4846
E-mail Address	Dean.larson@eagleview.com

However, the primary contact cannot legally bind the contracts. Following are the contact details our Corporate Vice President who will be able to legally bind the contracts.

Name	Brian Brockmann
Job Title	Corporate Vice President
Ph no.	(585) 486-0093
E-mail Address	Brian.brockmann@eagleview.com

3. Cost Proposal

EagleView employs flexible pricing models that fit the needs of the wide array of organizations that we serve. As requested, pricing has been provided in a separate attachment.

4. Responders Certifications

RESPONDER CERTIFICATIONS

Responder must check each box to certify to the conditions required under this project. Please note that some certifications may require the submission of additional information. Sign below to finalize response.

A. Noncollusion Affirmation

I certify:

- That I am the Responder (if the Responder is an individual), a partner in the company (if the Responder is a partnership), or an officer or employee of the responding corporation having authority to sign on its behalf (if the Responder is a corporation).
- That the proposal submitted in response to this solicitation has been arrived at by the Responder independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other Responder of materials, supplies, equipment, or services described in the RFP, designed to limit fair and open competition.
- That the contents of the proposal have not been communicated by the Responder or its employees or agents to any person not an employee or agent of the Responder and will not be communicated to any such persons prior to the official opening of the proposals.
- That I am fully informed regarding the accuracy of the statements made in the proposal.

B. Affirmative Action Certification

- Prior to the issuance of any work which exceeds \$100,000, I agree that I will comply with the requirements of the Minnesota Department of Human Rights related to Affirmative Action Certification Requirements and will complete the following form:
<http://www.mmd.admin.state.mn.us/doc/affaction.doc>.

C. Equal Pay Certification

- Prior to the issuance of any work which exceeds \$500,000, I agree that I will comply with the requirements of the Minnesota Department of Human Rights related to Equal Pay Certification Requirements and will complete the following form:
<http://www.mmd.admin.state.mn.us/doc/equalpaycertificate.doc>.

D. Additional Certifications, if applicable

- I am a certified veteran-owned business, in accordance with Minn. Stat. § 16C.16, subd. 6a and § 16C.19 (d). The eligibility criteria are available at www.mmd.admin.state.mn.us/pdf/Quick%20Call%20T&C.pdf.
- I am a resident vendor, in accordance with 2013 Minn. Laws, Chapter 142, Article 3, Sec. 16. The eligibility criteria are available at www.mmd.admin.state.mn.us/pdf/Quick%20Call%20T&C.pdf.

E. Certification of Nondiscrimination (In accordance with Minn. Stat. § 16C.053)

The following term applies to any contract for which the value, including all extensions, is \$50,000 or more: Contractor certifies it does not engage in and has no present plans to engage in discrimination

against Israel, or against persons or entities doing business in Israel, when making decisions related to the operation of the vendor's business. For purposes of this section, "discrimination" includes but is not limited to engaging in refusals to deal, terminating business activities, or other actions that are intended to limit commercial relations with Israel, or persons or entities doing business in Israel, when such actions are taken in a manner that in any way discriminates on the basis of nationality or national origin and is not based on a valid business reason.

By signing here, I warrant that the information provided in this proposal is true, correct, and reliable for purposes of evaluation for potential contract award. The submission of inaccurate or misleading information may be grounds for disqualification from contract award and may subject me/my company to suspension or debarment proceedings, as well as other remedies available to the State, by law.

DocuSigned by:
Brian Brockmann Corporate Vice President 9/29/2020
Signature F1419 Title
Date

5. Value Added Services

Technical Support and Training

EagleView's practical training is designed to show Swift County users how their EagleView deliverables can significantly enhance the ease with which they do their jobs, while increasing the results they are charged with achieving. EagleView has found that its user-focused, onsite training increases the use of EagleView's imagery, software, and products exponentially throughout the customer's organization. Full, electronic documentation is included for the end-user and advanced training sessions including technical documentation. The complete training will be structured in increments noted below and is included as part of the Swift County EagleView's imagery contract at no additional cost.

Swift County may replace the training sessions below with customized online training of the same duration to suit its users' needs.

Administrator Training – One 2-3-hour session, via *GoToMeeting*

This training is designed to teach the customers GIS and IT support staffs how to install, configure and support EagleView's Web Based CONNECT Environment as well as training on the EagleView Image Library and Electronic Field Study software, EagleView's desktop solution.

End User Orientation Training – Up to four 3-hour sessions with 25 people per session

These sessions (at a Swift County site or web-based, as appropriate) will educate the end users to the myriad of possibilities now open to them through EagleView's images and their own GIS data. Depending on the users need, EagleView's trainers can train on either web based or desktop solutions.

Advanced User Training (Hands-on) – One 3-hour session for one group with up to 25 people. This training (onsite or web-based) provides hands-on interaction with EagleView's EFS software to end users chosen by Swift County enabling them to learn first-hand the functions covered in the Orientation Session.

Web-based Training – Swift County employees can also register at www.eagleview.com/training for additional, instructor-led, web-based training at any time for no additional cost.

Customer Support – EagleView shall provide up to 10 hours of customer support, as needed, to those Advanced User participants identified by Swift County during the initial term of the agreement. Hours of support are 8:30 a.m. to 8:30 p.m. EST Monday through Friday at 1-855-337-1526 or Customersupport@Eagleview.com.

Technical Support – Ongoing technical support onsite can be provided by John Wenande, Regional Technical Manager who supports Swift County. Mr. Wenande can be reached at (585) 259-9871 and John.Wenande@Eagleview.com

Account Support – Dean Larson, Minnesota District Manager, will be available to the Swift County for account direction and support at (585) 314-2347 and Dean.Larson@Eagleview.com

Disaster Response Plan (DRP)

Customer is eligible for DRP described below from the effective date through the second anniversary of the initial project delivery. Following payment to EagleView of amounts due with respect to each subsequent project, Customer will be eligible for the then-current DRP for a period of two years from delivery of such subsequent project. Customer must be in good standing with EagleView to maintain eligibility for DRP. Subject to EagleView resources availability.

Disaster Coverage Imagery at No Additional Charge – EagleView will, upon request of Customer and at no additional charge, provide standard quality imagery of up to 200 square miles of affected areas (as determined by EagleView) upon the occurrence of any of the following events during any period Customer is eligible for the DRP:

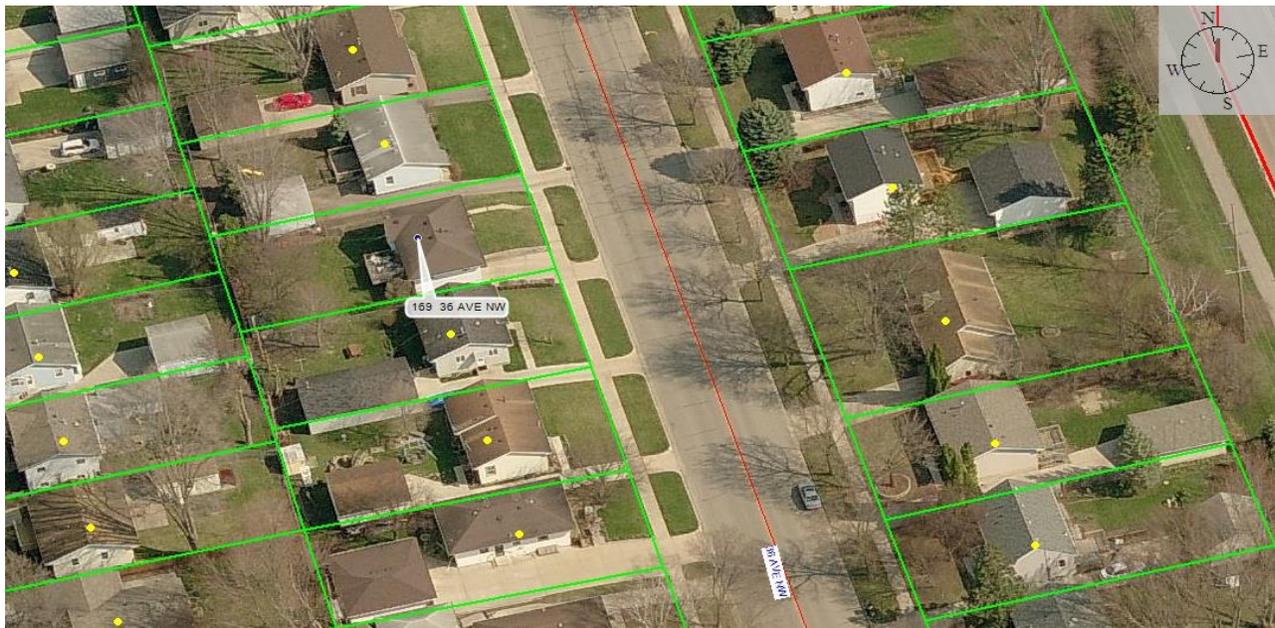
- **Hurricane:** areas affected by hurricanes of Category II and higher
- **Tornado:** areas affected by tornados rated EF4 and higher
- **Terrorist:** areas affected by damage from terrorist attack
- **Earthquake:** areas affected by damage to critical infrastructure resulting from earthquakes measured at 6.0 or higher on the Richter scale
- **Tsunami:** areas affected by damage to critical infrastructure resulting from tsunamis

Electronic Field Study

Imagery delivery will be provided to Swift County on a portable hard drive for use by County 9-1-1 and Emergency Responders. In addition, at no additional cost, EagleView will provide Swift County with Electronic Field Study (EFS), Pictometry's desktop solution, that can be used for off-line access to imagery.

EFS features include, but are not limited to, the following:

- Search for images by clicking a point on a map or image; enter geographic coordinates; or overlay GIS data and search by address.
- View a geographically adjacent image or view the same area from a different altitude or compass direction(s), and locate points of interest by moving along a path within and between images.
- Measure distance, area, height, bearing, angle of turn, pitch, and elevation, and annotate images with text, lines, circles, icons, points or links to files, such as documents or spreadsheets.
- Overlay and query GIS data contained in shape files and SDE databases.
- Save a related collection of images (called a workspace) with related annotations and files for later use.



EFS Offers Multiple Capabilities. *Users can overlay parcel layers and upload other county, municipal, or GIS data onto imagery.*



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Amanda Ness	REQUESTOR PHONE: 320-314-8321
---	---------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Request approval of the appointment of a Sheriff Deputy at Step 8	
AGENDA YOU ARE REQUESTING TIME ON: Regular	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: N/A
BACKGROUND/JUSTIFICATION: Management offered the position of a full-time Sheriff's Deputy, they are recommending he start at step 8 based on his thirteen years (nine and a half at full-time) of police officer and sheriff's deputy experience, and because of the additional skills he would bring to Swift County. These include serving as the use of force instructor, taser instructor, field training officer, and TZD Coordinator. The Personnel Committee is in favor of this request.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	N/A

Budget Information

FUNDING: Funding for this position is included in the 2020 Budget.
--

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: none



Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Kelsey Baker	REQUESTOR PHONE: 320-314-8399
---	----------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Discussion on the new Telecommuting Policy	
AGENDA YOU ARE REQUESTING TIME ON: Other Business	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: N/A
BACKGROUND/JUSTIFICATION: County Policy 221 is a new policy but is currently a Human Services policy and now would be available to any county employee, that it is applicable for. Due to Covid-19, we have learned that staff are able to do their work remotely and can be more efficient. This provides an opportunity for recruitment and retention when finding the right candidate for a position. When we have border to border broadband in the county, this gives staff the option to take this opportunity. The Policy Committee has reviewed this and is recommending this to the board for approval.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	None

Budget Information

FUNDING: 2019 Land Records budget

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Reviewed	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None



Policy Name	Telecommuting Process
Policy Number	221
Origination Date	08/01/2020
Board Approval Date	10/20/2020
Policy Owner	Kelsey Baker
Responsible Personnel	All County Employees
Regulatory Requirement	
Cross References	Swift County Policy 201 – Personnel Policies
Attachments	

Policy Purpose

This Telecommuting Process will define telecommuting, process and selection criteria, term and conditions, equipment/supplies, workspace, inventory, liability, and data privacy/security.

100 DEFINITIONS

- 101 Alternate work site – The site where the telecommuter has prepared a workspace-in their home.
- 102 Office – The office refers to the county owned office site.
- 103 Telecommuting – Telecommuting is the practice of an employee working at an alternate work site. For the purpose of this process, an alternate worksite would be the staff person’s residence. Telecommuters use information technologies at this alternate work site.
- 104 Telecommuter – A telecommuter is an employee who works at a designated alternate work site on a regular basis. A regular basis will be determined by their Supervisor and the Administrator. Telecommuters may need to agree to share a workstation with at least one other worker when working on site.

200 PROCESS and SELECTION CRITERIA

- 201 Swift County employees may be considered for telecommuting if...
 - 1. Client or Customer services do not decrease.
 - 2. Their duties can be fulfilled within the telecommuting structure.
 - 3. Their telecommuting arrangement provides for space savings or increased productivity.
 - 4. Working at home will not increase the workload of other staff.
 - 5. Working at home will not disrupt the work of other staff.
 - 6. The employee’s performance, work habits (including attendance), and abilities are conducive to working from the alternative work site.
 - 7. The employee meets the working at home process and selection criteria.
 - 8. The employee successfully completes the mandatory telecommuting orientation.

9. The County computer systems the employee uses in performance of their function can be accessed effectively through remote access in their residence.

10. The employee must have completed probation.

202 Interested staff members should discuss telecommuting with their supervisor. The employee should have some idea as to how working at an alternate site would apply in his/her situation. If the supervisor concludes that working at an alternate site may be appropriate for the employee, the employee should develop a proposal in writing and submit to the supervisor.

1. The supervisor will assess each proposal. The following factors will be considered in determining employee eligibility to telecommute, and assessment shall not be limited to these:

- Positive/negative effects on client services.
- Cost effectiveness.
- Needs of the department.
- Unit responsibilities.
- Employee's work duties.
- Employee's job performance, work habits (including attendance), and compliance with work rules.
- Employee's work skills, including organization, time management, self-motivation, reliability, ability to work independently, and ability to solve basic hardware and software problems.
- Positive/negative effects on the unit, supervisor, and department.

2. If the supervisor has reason to deny an employee's proposal to work at an alternate site, the supervisor will discuss that decision with the employee.

3. The Telecommuting Agreement must be signed by employee and supervisor before providing it to the Administrator.

4. The signed Telecommuting Agreement and written proposal will be sent to the Administrator for final approval. The Administrator will determine a final decision and return the agreement either approved or denied. This decision should be based on the above factors and costs/benefits to the department. At a minimum, telecommuting shall be cost neutral.

300 TERMS and CONDITIONS

301 Telecommuting is a voluntary arrangement between employee and department via the supervisor and Administrator. The County may end the voluntary arrangement. It is neither a benefit nor a right and it is not grievable. Telecommuting is a privilege and may be discontinued at the discretion of the department, when it is determined to be in the best interests of the department. Approval of telecommuters is at the sole discretion of management. Decisions regarding who may telecommute will not be made by seniority.

302 To discontinue, telecommuters must give the Department at least 30 days written notice of their intent and their reason to terminate telecommuting. (The exception to this is during the trial period – the first three months). The supervisor and Administrator will review the termination request. The Administrator will make the final determination based upon space available and other considerations.

303 Each telecommuting arrangement will be reviewed. The first review (trial period) by the supervisor will be at three months; the next at six months, and then on a regular basis by

- the supervisor but at least annually to determine if it continues to provide satisfactory outcomes and to meet the needs of the Department. If it does not, the supervisor and department head may terminate the arrangement. If appropriate, attempts to correct the situation may be made before the arrangement is terminated.
- 304 Telecommuting does not change the basic terms and conditions of employment. The telecommuter's salary, benefits, work status, and responsibilities will not change because of telecommuting.
- 305 Telecommuters will manage dependent care and personal responsibilities in the same way they meet these responsibilities while working at the office and in a way that allows them to successfully meet job responsibilities. Employees who are working at home need to work in an environment free from family or personal distractions. Telecommuting is not to be used as a substitute for full-time dependent care. For telecommuters who have dependent care needs, a suitable and verifiable care supervision arrangement with an adult or other responsible person must be made. A written plan and verification of this arrangement may be requested by their Department head.
- 306 Telecommuters may not receive any advantage or disadvantage for purposes of position upgrade or promotion because of the telecommuting arrangement.
- 307 Leave status or hours-worked issues relating to weather emergencies and other extenuating circumstances that affect the telecommuter's safety and ability to work, whether scheduled to work at an alternate site or in the office will be determined by the telecommuter, supervisor, and Administrator.
- 308 Telecommuters must conform to all State and Federal statutes and rules, and all Swift County and department policies and procedures, and in particular to those relating to use of county equipment, data privacy, computer security issues, etc. Any client related private data must be kept in an area not accessible by others.
- 309 Supervisors are responsible for monitoring and approving compensatory time and/or overtime work performed off-site.
- 310 The supervisor and the employee will determine the work schedule of the telecommuter. The work schedule and hours of work shall be consistent with county and department policies. Employees will have regular scheduled days and hours for working at an alternate site. Changes may be made, if needed, with the approval of the supervisor.
- 311 Telecommuting is not intended for individuals who are on medical leave due to a doctor's prohibition.
- 312 Telecommuters will be expected to participate in all meetings and training related to the performance of their job. Supervisors may allow employees to attend by alternate means such as speaker phones, conference calls, or other means to facilitate working at an alternate work site.
- 313 An employee and his/her supervisor will read, complete, and sign the Swift County Telecommuting Agreement before participation begins, attesting that the employee and supervisor have received and reviewed these guidelines.
- 314 When a telecommuting arrangement terminates, all county owned property (equipment and supplies) will be returned to the County.
- 315 Telecommuters are not reimbursed mileage between the alternative work site and the office when the telecommuter is scheduled in the office that day. Staff are not paid to drive between the alternative worksite and the agency during regular business hours.

- 316 It has been the experience of counties who have telecommuters that work productivity has increased 15–20 percent due to lack of normal office disruptions. As a result, telecommuters may be assigned additional work beyond that of a comparable office based position.

400 EQUIPMENT & SUPPLIES

- 401 Items deemed necessary to perform assigned work duties according to job function will be provided. When possible, items will be obtained by telecommuter during days scheduled in the office.
- A personal computer.
 - Software necessary to accomplish job functions.
 - Office equipment/supplies needed to accomplish job functions.
- 402 Equipment, software, and other supplies furnished by Swift County remain the property of the county and are subject to the same business use restriction as if located at the office site. No personal software may be loaded onto county owned equipment. Swift County cannot provide technical support to the telecommuter's personally owned hardware or software.
- 403 The telecommuter is responsible (including financially) to provide the internet connection to properly run all necessary programs.
- 404 If county-owned equipment requires maintenance or repair, the telecommuter will contact their supervisor. Arrangements will be made for maintenance or repair of the county-owned equipment and software.
- 405 The county does not assume responsibility for any loss, damage, or wear to employee-owned equipment or furnishings.

500 INVENTORY

The description and asset number of any Swift County equipment in the telecommuter's possession will be recorded and tracked by the department.

600 WORKSPACE

Telecommuters must agree to provide a safe workspace at the alternate work site. The telecommuter is responsible for ensuring that his or her workspace is safe and in compliance with safety requirements/guidelines. While at the alternate work site, the telecommuter is responsible for maintaining the area in a safe manner, over which the agency has no control of hazards.

- 601 Telecommuters will be responsible for any costs related to remodeling and maintenance of the alternate work site.
- 602 Any tax implications related to the alternate work site are the responsibility of the telecommuter.

700 LIABILITY

Swift County's Minnesota Counties Intergovernmental Trust (MCIT) Liability plan remains in effect for telecommuters.

- 701 Telecommuters may not conduct any client/consumer meetings in their alternate work site. Doing so will be cause for terminating the telecommuting arrangement.

- 702 As always: “Use County-owned vehicles whenever possible, especially when transporting clients - use of personal vehicle for client transport should be done as a last resort.”
- 703 Swift County assumes no liability to third parties for injuries or property damage occurring at the alternate work site. Telecommuters remain liable for such injuries and damages. The telecommuter is expected to carry homeowner’s or renter’s liability insurance when having county owned equipment in their alternate work site.
- 704 Telecommuters are responsible for submitting claims for stolen or damaged Swift County-owned equipment to their Homeowner’s or Renter’s insurance company, and for filing a report with the appropriate law enforcement jurisdiction for the alternate work site.
- 705 The telecommuter is responsible for establishing a safe and secure workspace and for adhering to ergonomic guidelines. If the telecommuter sustains an injury during the course and scope of performing assigned work responsibilities, Swift County will provide Worker’s Compensation benefits subject to review of the injury and applicable law. The employee is obligated to provide prompt notice of an injury.

800 DATA PRIVACY/SECURITY

The legal status of all data used by the telecommuter remains unchanged by the alternate work site.

- 801 Telecommuters will take all necessary precautions to secure and prevent unauthorized access to all data used in the performance of their work responsibilities and agree to follow all pertinent policies, laws, and rules regarding data privacy.
- 802 Documents, reports, data, and software products created as a result of work-related activities are the property of the County and are subject all county policies and state and federal law.
- 803 Handling and disposal of documents, reports, and data will be in accordance with county policy.

Violation of this Policy

No or only partial adherence to this policy or procedure may result in noncompliance with current regulatory requirements and subsequent penalties to Swift County. Remediation for violators will include, but not be limited to, disciplinary action up to and including termination depending on the circumstances of the situation at the time.

Employee Signature: _____

Date: _____

Board Approval: _____

Board Chair

County Administrator: _____

**SUMMARY OF FINANCIAL
ACCOUNTS
MONTH ENDING SEPTEMBER 30
2020**

HUMAN SERVICES

Receipts

Beginning Balance	\$3,572,035.07
Current Month Receipts	\$76,638.04
Tax Settlement	\$0.00
Investments	\$200,000.00
Interest on Investments	\$4,568.72

Total Receipts **\$3,853,241.83**

Disbursements

Current Month Disbursements	\$410,757.94
Investments	\$200,000.00

Total Disbursements **\$610,757.94**

Ending Fund Balance **\$3,242,483.89**

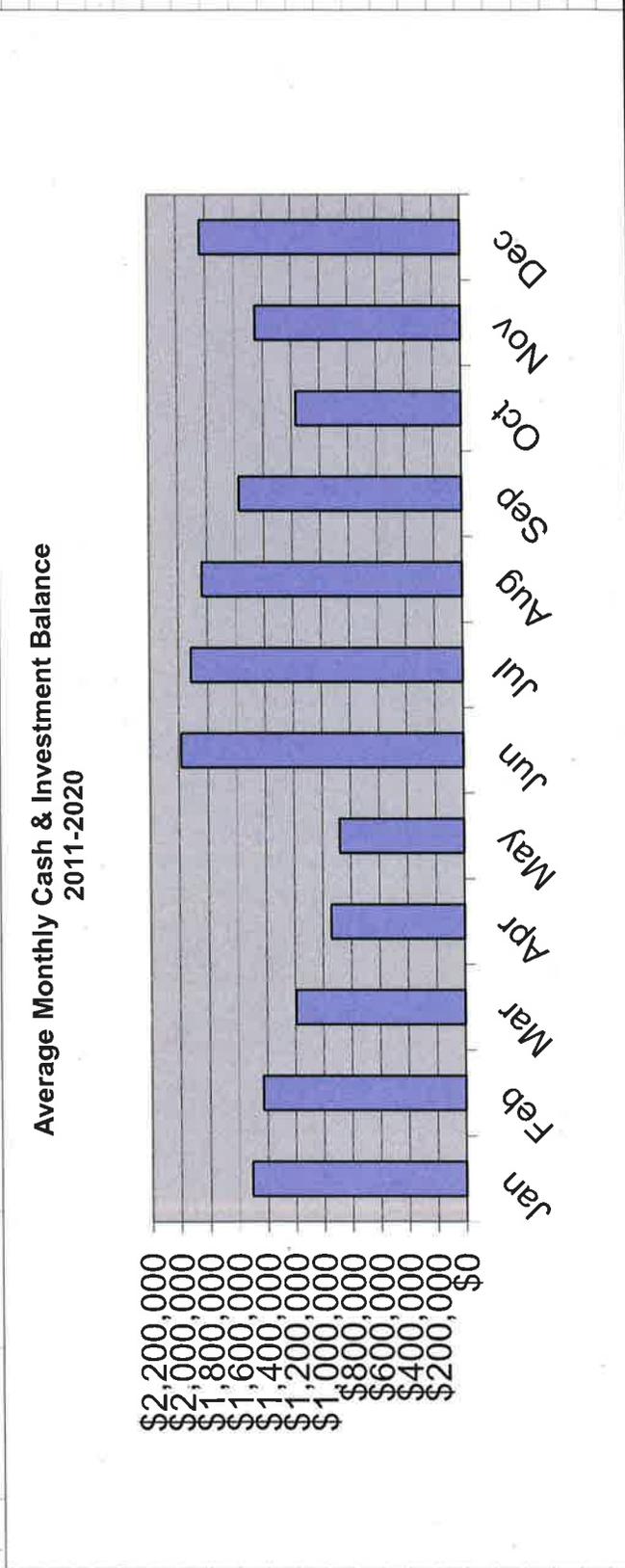
ENDING FUND BALANCE SUMMARY:

	2019	2020
Checking Balance	\$259,710.77	\$749,483.89
Investments	\$2,555,000.00	\$2,493,000.00
Ending Cash Balance	\$2,814,710.77	\$3,242,483.89

INVESTMENT REPORT

BANK	TYPE OF ACCOUNT	MAT. DATE	INT. RATE	AMOUNT
CO-OP Credit Union	Money Market Account		0.90%	\$ 243,000.00
Bank Rhode Island	10 Month CD	10/13/20	1.60%	\$ 200,000.00
Bank of India NY	10 Month CD	11/18/20	1.65%	\$ 200,000.00
Northern Bank Mass	1 Year CD	12/18/20	1.65%	\$ 200,000.00
MAGIC Fund	1 Yr CD	01/22/21	1.70%	\$ 50,000.00
Exchange Bank Gibbon	18 Month CD	01/25/21	1.90%	\$ 200,000.00
Commonwealth Bank	1 Yr CD	02/26/21	1.50%	\$ 200,000.00
Morgan Stanley	18 Month CD	03/01/21	1.75%	\$ 200,000.00
MAGIC Fund	Money Market Account		0.25%	\$ 1,000,000.00
TOTAL INVESTMENTS				\$ 2,493,000.00

Swift County Human Services												
Ending Monthly Cash & Investment Balances												
2011 - 2020												
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average	
Jan	\$ 1,027,808	\$ 977,091	\$ 909,780	\$ 846,281	\$ 983,278	\$ 933,563	\$ 1,668,733	\$ 2,045,847	\$ 2,559,803	\$ 3,119,041	\$ 1,507,123	
Feb	\$ 1,004,522	\$ 829,326	\$ 788,543	\$ 739,793	\$ 882,373	\$ 886,577	\$ 1,562,756	\$ 1,967,692	\$ 2,603,360	\$ 3,009,633	\$ 1,427,458	
Mar	\$ 848,432	\$ 551,477	\$ 576,608	\$ 601,437	\$ 593,206	\$ 636,635	\$ 1,278,985	\$ 1,706,416	\$ 2,416,328	\$ 2,725,205	\$ 1,193,473	
Apr	\$ 820,387	\$ 328,272	\$ 451,920	\$ 446,379	\$ 168,803	\$ 352,306	\$ 1,085,797	\$ 1,415,224	\$ 2,030,159	\$ 2,322,270	\$ 942,152	
May	\$ 669,878	\$ 329,407	\$ 300,099	\$ 269,118	\$ 187,841	\$ 289,965	\$ 804,645	\$ 1,279,329	\$ 2,385,140	\$ 2,268,066	\$ 978,349	
Jun	\$ 1,460,435	\$ 1,218,863	\$ 1,145,907	\$ 1,361,018	\$ 1,187,485	\$ 1,476,200	\$ 2,165,333	\$ 2,745,303	\$ 3,377,509	\$ 3,712,563	\$ 1,985,062	
Jul	\$ 1,142,375	\$ 1,113,725	\$ 1,094,712	\$ 1,165,952	\$ 1,217,022	\$ 1,483,669	\$ 2,160,790	\$ 2,842,236	\$ 3,246,109	\$ 3,664,674	\$ 1,913,126	
Aug	\$ 1,228,978	\$ 894,462	\$ 982,736	\$ 1,199,826	\$ 1,126,524	\$ 1,532,984	\$ 1,995,009	\$ 2,661,662	\$ 3,137,129	\$ 3,572,035	\$ 1,833,135	
Sep	\$ 1,079,263	\$ 804,086	\$ 714,174	\$ 921,407	\$ 877,167	\$ 1,220,833	\$ 1,650,293	\$ 2,409,864	\$ 2,814,711	\$ 3,242,484	\$ 1,573,428	
Oct	\$ 773,615	\$ 538,645	\$ 627,339	\$ 667,331	\$ 646,265	\$ 1,028,981	\$ 1,459,114	\$ 2,139,152	\$ 2,621,771	\$ 2,633,850	\$ 1,166,913	
Nov	\$ 741,489	\$ 483,013	\$ 377,803	\$ 477,198	\$ 513,740	\$ 2,056,684	\$ 2,511,571	\$ 3,278,552	\$ 2,633,850	\$ 3,506,591	\$ 1,452,656	
Dec	\$ 1,242,733	\$ 1,094,736	\$ 1,057,825	\$ 1,180,113	\$ 1,187,268	\$ 1,888,413	\$ 2,296,240	\$ 3,077,192	\$ 3,506,591	\$ 3,070,663	\$ 1,836,790	
Average	\$ 1,003,326	\$ 763,592	\$ 752,287	\$ 822,988	\$ 797,581	\$ 1,148,901	\$ 1,719,939	\$ 2,297,372	\$ 2,777,705	\$ 3,070,663		





Request for Board Action

BOARD MEETING DATE:
October 20, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Kelsey Baker	REQUESTOR PHONE: 320-314-8399
---	----------------------------	----------------------------------

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider authorizing and approving the SWIFT CFR application and process and distribution of Coronavirus Relief Funds	
AGENDA YOU ARE REQUESTING TIME ON: Regular Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: The Swift County CARES Act Team met and reviewed and approved the following for disbursements. Below is also a recommendation for more of the allocation of funds. Included in the bills are county expenses, these were reviewed and approved by Kim Saterbak and Kelsey Baker. Below is a breakdown of a request, approval for allocations and the money that has been spent. Swift County 4-H Federation - \$3,000 County Line First Responder - \$16,344.71 NeoGov - \$3,600 BenefitsConnect - \$2,160 30 Business applications - \$150,000	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	Click here to enter text.

Budget Information

FUNDING: CARES Act Coronavirus Relief Funds

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Click here to enter text.	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: Click here to enter text.

Swift County - COVID 19
Disbursements/Requests thru 10-06-2020

JAME	detail	PAID DATE	WARRANT #	Amount	Monthly Amount	ALLOCATIONS				
						Administrative	PPE	Public Health	Impr Telework	Cities/Townships
STATE OF MINNESOTA		7/8/2020	77384	1,221,134.00						
CARES COMMITTEE										
6W Community Corrections		9/1/2020	207231	(6,668.57)						
Countryside Public Health		9/1/2020	48498	(106,200.00)			\$ 106,200.00			
RDC		9/15/2020	207368	(2,407.20)						
Prairie Five Swift Cty - Food Shelf		10/20/2020	submitted for Payment	(10,000.00)						
School Districts	ISD #777	9/15/2020	48656	(36,064.47)						
School Districts	ISD #775	9/15/2020	48673	(32,588.99)						
School Districts	#2853 - Appleton Elementary	9/15/2020	48672	(6,346.54)						
Prairie Lakes Youth Program		10/20/2020	submitted for Payment	(22,800.00)						
Swift County DAC		9/15/2020	207436	(100,000.00)						
County Line First Responders		10/20/2020	submitted for Payment	(16,344.71)						
Swift County Extension		10/20/2020	submitted for Payment	(3,000.00)						
Heartland Girls Ranch			waiting for approval	(18,000.00)						
Appleton Elementary School			waiting for approval	(36,925.00)						
BenefitsConnect			waiting for approval	(3,600.00)						
Insight model (NeoGov)			waiting for approval	(4,711.00)						
SWIFT COUNTY										
Swift County - Env Serv	July Expenses Pd in Aug	8/18/2020	207030	(2,809.82)						
Swift County - Human Services	July Expenses Pd in Aug	8/18/2020	207032	(13,179.92)						
Swift County - Treasurer	July Expenses Pd in Aug	8/18/2020	207035	(15,079.81)	(31,069.55)	\$ 7,147.99	\$ 11,818.38	\$ -	\$ 12,103.18	\$ - 0.00
Swift County - Human Services	August Expenses pd in September	9/1/2020	207214	(641.44)						
Swift County - Treasurer	August Expenses pd in September	9/1/2020	207214	(14,787.30)						
Swift County - Courthouse	September Expenses	9/15/2020	77767	(299.98)						
Swift County - Sheriff's Office	September Expenses	9/4/2020	48683	(1,141.90)						
Swift County Emergency Services	Command Trailer	9/15/2020	207300	(19,190.00)						
Swift County - Human Services	September Expenses	9/15/2020	48676	(102.56)						
Swift County - Human Services	September Expenses	9/15/2020	48678	(416.40)						
Swift County - Human Services	September Expenses	9/24/2020	207458	(122.48)						
Swift County - Human Services	September Expenses	9/24/2020	48829	(115.60)						
Swift County Emergency Services	Generator for Command Trailer	10/20/2020	submitted for payment	(849.97)						
Swift County Emergency Services	Lettering for Command Trailer	10/20/2020	submitted for payment	(600.00)						
Swift County Land Records	Doc Pro Image Upload	10/20/2020	submitted for payment	(2,500.00)						
Swift County Administration/Board	Headsets & mounting kit	10/20/2020	submitted for payment	(191.76)						
Swift County	CLA Consulting - CARES funding	10/20/2020	submitted for payment	(267.75)						
Swift County Land Records	Book Vault Conversion-in review		approved	(62,300.13)						
Swift County	ICS software	10/20/2020	submitted for payment	(28,562.00)						
Swift County - Sheriff	Radios		waiting for approval							
Swift County - Emergency Mgmt	Innovative		waiting for approval	(27,000.00)						
CITIES AND TOWNSHIPS										
City of Holloway		8/18/2020	48334	(6,505.04)						
Clontarf Township		8/18/2020	207040	(1,975.00)	(8,480.04)			\$ 8,480.04		-
City of Clontarf		9/15/2020	48669	(11,346.00)						
City Of Danvers		9/15/2020	207365	(7,185.80)						
City of DeGraff		9/15/2020	207366	(9,001.16)						
Hegbert Township	Appleton Area Health (Hospital)	9/15/2020	207303	(2,150.00)						
Kildare Township	Kerkhoven & Benson Ambulance	9/15/2020	207359/48670	(3,400.00)						
Marysland Township	Danver's 1st Responders & Danver's Fire Dept.	9/15/2020	207320/207365	(2,375.00)						
Six Mile Grove		10/6/2020	207605	(4,400.00)						
Tara Township		10/6/2020	207606	(1,950.00)						
Swenoda Township		10/6/2020	48987	(3,050.00)						
Hayes Township		10/6/2020	207604	\$(4,825.00)						
RDA - Approximate amount received from RDA				(150,000.00)						
Remaining Balance				\$ 417,155.70		\$ 7,147.99	\$ 11,818.38	\$ 106,200.00	\$ 8,480.04	\$ 133,646.41

*Balance includes requested amounts

**Remaining Balance after disbursements

	State		County Funded	Transferred to/from	Request Received	PAID OUT	
	Funded	Supplemental				Date	Warrant
Swift County	\$ 1,136,857.00	\$ 84,277.00				monthly	monthly
City of Appleton	\$ 102,161.00					na	na
City of Benson	\$ 237,774.00					na	na
City of Clontarf			\$ 11,346.00		Yes		
City of Danvers			\$ 7,185.80		Yes		
City of DeGraff			\$ 9,001.16		Yes		
City of Holloway			\$ 6,505.04		Yes	8/18/2020	48334
City of Kerkhoven	\$ 55,902.00					na	na
City of Murdock	\$ 20,267.00					na	na
Appleton Township	\$ 5,025.00					na	na
Benson Township	\$ 7,625.00					na	na
City of Benson						na	na
Camp Lake Township			\$ 4,850.00				
Cashel Township			\$ 4,075.00				
Clontarf Township			\$ 1,975.00		Yes	8/18/2020	207040
Dublin Township			\$ 3,625.00				
Edison Township			\$ 2,325.00				
Fairfield Township			\$ 3,025.00				
Hayes Township			\$ 4,825.00				
Hegbert Township			\$ 2,150.00		Yes		
Kerkhoven Township	\$ 5,750.00					na	na
Kildare Township			\$ 3,400.00	50% to Kerkhoven Ambulance 50% to Benson Ambulance Danvers 1st Responders/Danver's fire department	Yes		
Marysland Township			\$ 2,375.00		Yes		
Moyer Township			\$ 2,000.00				
Pillsbury Township	\$ 6,000.00					na	na
Shible Township			\$ 2,700.00				
Six Mile Grove Township			\$ 4,400.00		Yes		
Swenoda Township			\$ 3,050.00				

Tara Township		\$ 1,950.00	Yes		
Torning Township	\$ 10,250.00			na	na
West Bank Township		\$ 3,650.00			